

**AGENDA
Tompkins County Board of Health
Rice Conference Room
Tuesday, May 22, 2018
12:00 Noon**

- 12:00** I. Call to Order
- 12:01** II. Privilege of the Floor – Anyone may address the Board of Health (max. 3 mins.)
- 12:04** III. Approval of April 24, 2018 Minutes (2 mins.)
- 12:06** IV. Financial Summary (9 mins.)
- 12:15** V. Reports (15 mins.)
- | | |
|-------------------------------|----------------------------------|
| Administration | Children with Special Care Needs |
| Health Promotion Program | County Attorney’s Report |
| Medical Director’s Report | Environmental Health |
| Division for Community Health | CSB Report |
- 12:30** VI. New Business
- 12:30** ***Environmental Health (45 mins.)***
Enforcement Action:
1. Resolution # EH-ENF-18-0012 – Ko Ko Restaurant, C-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
 2. Resolution # EH-ENF-18-0013 – Serendipity Catering, T-Ithaca, Violation of Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
 3. Resolution # EH-ENF-18-0015 – Taste of Thai Express, C-Ithaca, Violations of BOH Orders # EH-ENF-18-0004 and Subpart 14-1 of the New York State Sanitary Code (Food) (5 mins.)
- Administrative Action:**
1. Riordan Request for Refund of Onsite Wastewater Treatment System (OWTS) Application Fee, Burns Road, T-Caroline (5 mins.)
 2. Review of Proposed 2019 Environmental Health Division Fees (15 mins.)
 3. Tompkins County Health Department Request to Waive Requirement of Development Plan in Article VI of Tompkins County Sanitary Code (10 mins.)
- 1:15** ***Administration (15 mins.)***
Discussion/Action: Consider Support of the Legislature’s Resolution on Supervised Injection Facilities (15 mins.)
- 1:30** ***Adjournment***

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MINUTES
Tompkins County Board of Health
April 24, 2018
12:00 Noon
Rice Conference Room

Present: Shawna Black; David Evelyn, MD, MPH; Edward Koppel, MD; Michael McLaughlin, Jr.; Susan Merkel; Janet Morgan, PhD; and Christina Moylan, PhD

Staff: Karen Bishop, Director of Community Health; Liz Cameron, Director of Environmental Health; Brenda Grinnell Crosby, Public Health Administrator; Samantha Hillson, Director of Health Promotion Program; William Klepack, MD, Medical Director; Frank Kruppa, Public Health Director; Deb Thomas, Director of Children with Special Care Needs; Jonathan Wood, County Attorney; and Shelley Comisi, Administrative Assistant II

Excused: James Macmillan, MD, President, Board of Health Member

Guests: Cris Donovan, Community Mental Health Services Board; Michelle Hall, Director of Women, Infants and Children Program; and Skip Parr, Senior Public Health Sanitarian

Call to Order: Mr. McLaughlin called the regular meeting of the Board of Health (BOH) to order at 12:01 p.m.

Privilege of the Floor: No one was present for Privilege of the Floor.

Approval of March 27, 2018 Minutes: Dr. Morgan moved to approve the minutes of the March 27, 2018 meeting as written; seconded by Ms. Merkel. The vote to approve the minutes as written: Ayes – 6; Abstention – 1 (Dr. Evelyn).

Financial Summary: Ms. Grinnell Crosby referred to the two financial reports in the packet. The County's Finance Department continues to work at closing the books for 2017. As of yesterday, it appears the Public Health books are finished. After a rough calculation of rollover funds, Ms. Grinnell Crosby estimated approximately \$96,000 will be available for project requests at the discretion of the Public Health Director and Legislature. As noted in the March narrative, there will be budget adjustments for the recently approved white collar agreement and management salaries. The first quarter state aid claim is due in May.

Administration Report: Mr. Kruppa explained there was no written report since he had been away from the office for a period of time. He introduced Cris Donovan who was

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attending the meeting as the representative of the Community Mental Health Services Board (CSB).

Health Promotion Program Report: Ms. Hillson announced:

- The Streets Alive! Ithaca event is occurring Sunday, April 29th from 1:00 to 5:00 p.m. along Cayuga Street. Staff from the Tompkins County Health Department (TCHD) will be located at Tompkins/Cayuga Streets to provide information and answer questions about water and lead testing. The water program will also conduct its annual drinking water taste test. Participants can sample water from seven municipal water facilities and vote on the best tasting water.
- Ithaca's bike sharing program will be launched officially on Sunday, April 29th. The LimeBikes are easily recognizable by their yellow and green color combination.
- As part of the regulations from the U. S. Department of Housing and Urban Development (HUD), the properties managed by the Ithaca Housing Authority are going smoke free. There will be a celebration event at Titus Towers on Tuesday, May 1st.

Medical Director's Report: Dr. Klepack reported:

- An all day conference focusing on opioid issues will be held at Binghamton University on May 11th. Speakers will be discussing community responses to the opioid crisis. Dr. Klepack will provide contact information to anyone interested in attending.
- Influenza activity is ticking down. Sadly, there has been another pediatric death in New York. This year there have been six pediatric deaths which is more than the previous year.
- Toronto has opened its third supervised injection facility (SIF) with plans for a fourth. The New York State Police Department recently visited Toronto as part of New York City's efforts to study and evaluate SIFs. Mayor de Blasio will be making a report in the next week or two.

Immunization Discussion: Mr. McLaughlin referred to the section on immunizations in Dr. Klepack's written report and initiated a discussion on the topic. In response to questions, Dr. Klepack stated there is a constant need to proactively speak about immunizations. It has been a successful health intervention with minimal reactions or side effects. The standard that immunizations must meet in terms of frequency of adverse affects is stringent. The rates are low because there is such a high standard. People who are opposed to immunizations based on their fears or concerns have put forward information on the internet so there is opportunity for people to be misled. They pose arguments as scientifically founded when in fact they are not.

Although immunizations are required for school admission, Dr. Klepack mentioned the two exemptions are religious and medical. Lawyers who are opposed to immunizations use their skills to help people circumvent the immunization requirement. Mr. Kruppa added there are groups reaching out to state elected officials trying to influence state law to broaden the exemption by including a philosophical exemption.

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Public health advocates believe a medical exemption should be the only exemption. There needs to be a conversation around this issue.

Mr. Kruppa mentioned there are people who question immunization in our own community. People hear information from the media, the internet or from their friends and they have concerns. The people who are actively working against vaccinations are not likely to change their minds. Our role as public health officials is to make a strong message readily available and to reach out to reassure the people who are on the fence. Due to the success of the vaccination program and public health efforts, Ms. Bishop pointed out vaccine preventable diseases are not commonly seen which tends to work against our message.

Division for Community Health Report: Ms. Bishop reported:

- The Immunization Coalition is sponsoring a screening of the film, *Hilleman: A Perilous Quest to Save the World's Children*, at Cinemapolis Theater on May 8th. The event is free and open to the public. There will be a panel discussion following the screening. Dr. Klepack is among the experts who will be participating on the panel. She distributed a flyer with information about the showing (Attachment 1).
- Staff members are preparing for a Medical Countermeasure Point of Dispensing (POD) exercise on April 26th to test our emergency preparedness response to a vaccine preventable disease.

Discussion regarding the Communicable Disease reports:

- Gonorrhea – Ms. Merkel noted there was an increase in the number of cases. Dr. Klepack recently spoke to Melissa Gatch, Supervising Community Health Nurse, who did not know of any special issues to account for the increase.
- Lyme Disease – Dr. Klepack commented the number of Lyme disease cases was higher than anticipated. It cannot be ascertained whether the acquisition was local or travel related since that information is no longer collected. A short time ago, Ms. Merkel read an article in a local paper about Lyme disease being resistant to antibiotics. Dr. Klepack explained the statement in the article was in regard to Lyme disease potentially being resistant to amoxicillin; however, doxycycline tends to be used more frequently for treatment. He appreciated the article mentioning the need for individuals to conduct a total body check every day. It is a preventative measure that is often overlooked but is quite essential.

Children with Special Care Needs Report: Ms. Thomas had nothing to add to the written report.

County Attorney's Report: Mr. Wood announced he will bring County Administrator Jason Molino to visit the BOH next month.

Environmental Health Report: Ms. Cameron had nothing to add to the written report.

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Report on the Community Services Board (CSB) Meeting: Dr. Moylan attended the April 2nd meeting. She reported on the following topics that were discussed at the meeting:

- Wait times to see providers at the Mental Health clinics had increased partly due to staffing shortages. Other staff members increased their caseloads to fill the gap. It was a temporary blip that is leveling out since staff members have returned to work.
- The selection of TenEleven as the electronic health record (EHR) vendor was approved. Staff is excited the new system will free up a 0.5 FTE to work in another area.
- Direct care worker wages is a complex issue that deserves attention from the CSB. One of the concerns involves Medicaid's reimbursement rates. The funding model being utilized is losing money which is not sustainable moving forward. Other concerns from the perspective of direct care workers are low wages and stress from the requirements of the job. There is significant staff turnover and burnout. During the CSB meeting, Ms. Black pointed out it is not simply a matter of giving workers a pay raise. Some of the workers are dependent upon other forms of assistance which they can lose if they go over a certain wage level. The CSB decided to form an ad hoc committee headed by Ms. Donovan to discuss possible actions to address this issue.
- The CSB expressed interest in having access to more data on a regular basis similar to the division reports the BOH receives. CSB members felt an in-depth discussion related to statistics and information explaining projects and challenges would be beneficial.

Main points from a lengthy discussion about mental health services:

- As Public Health and Mental Health departments look to work together on some crossover issues, Mr. McLaughlin asked whether Public Health could provide resources to address the staffing shortage at Mental Health. Mr. Kruppa explained psychiatric services require a specific skill set and licensure that is different from the services provided by Public Health staff; however, there are some other opportunities to work together. Currently, there is a search for a billing coordinator to serve both departments. In addition, a few nurses and support staff from Mental Health will be participating in the POD exercise to learn how to work together in an emergent event. Those crossovers are occurring whenever it makes sense.
- Ms. Merkel inquired about the increasing demand for mental health services. Mr. Kruppa mentioned one of our main goals is to reduce stigma around mental health. Demand is definitely increasing. At the same time there is a shortage of healthcare providers which presents a community-wide challenge.
- At the CSB meeting, Dr. Moylan also heard about an issue with client no show rates. In addressing the issue, Mr. Kruppa indicated there is both the care for the client versus the organizational sustainability piece. If the client is discharged for not showing up to an appointment, there is concern the client may not have anywhere else to go. From a sustainability standpoint, the no show rate is a significant issue that consumes resources. Staff spends the appointment time

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trying to find out why the client missed the appointment. That effort is not reimbursed at the same level the appointment would have been.

- According to Dr. Evelyn, another piece of the equation is New York State's effort to move mental health patients out of institutions by defunding beds in state facilities. Suddenly people who might have been in residential settings are back in the community without programs to support them.

Resolution #EH-ENF-17-0049 – Pete's Grocery & Deli, C-Ithaca, Violation of BOH Orders #EH-ENF-16-0005 and Violation of Adolescent Tobacco Use Prevention ACT (ATUPA): Ms. Cameron explained Pete's Grocery & Deli was in violation of selling tobacco to a minor in 2016 and again in December 2017. The New York State system works by assigning points for each violation. In this case, there were two tobacco sales to minors during the aforementioned period of time which generated more than three points on the retailer's record. A total of three or more points results in the suspension of the retailer's tobacco and lottery licenses for six months. This has created considerable concern for the owner. As described in the resolution, he has taken some corrective measures to prevent future sales. Upon adoption of this resolution, TCHD staff will be entering data into the state's system and the New York State Department of Health (NYSDOH) will be recommending the retailer's licenses be suspended for six months.

Dr. Morgan moved to accept the resolution as written; seconded by Dr. Koppel.

Questions from Board Members:

- Since the age to purchase tobacco in Tompkins County changed from eighteen in 2016 to twenty-one in 2017, Ms. Black inquired about the age of the person in the 2017 inspection. Ms. Cameron replied the individual was under the age of eighteen. TCHD staff currently handles enforcement under NYS laws and handles Tompkins County regulations on an education and complaint basis.
- To Ms. Merkel's question about the possibility of the retailer receiving probation, Ms. Cameron stated there is language in the resolution concerning a probation period. TCHD is generally supportive; however, the State decides the matter. If the State allows a probation period, the Stipulation Agreement sets forth the consequences for a violation of the ATUPA law while under probation. The retailer's license would be permanently revoked by the State. In addition, TCHD would assess a fine of \$2,500.
- Dr. Koppel wondered whether the owner understands he may lose his license. According to Ms. Cameron, the owner is aware and concerned about the financial consequences of losing his licenses. He is taking steps to try to prevent that outcome. After the violation in 2017, the owner purchased a scanner and started certifying his employees.
- Dr. Evelyn asked if there are any follow-up visits to monitor a retailer after a violation occurs. As a result of a violation, Ms. Cameron said TCHD is required to complete three inspections a year rather than one a year.
- Mr. Parr responded to questions about the penalty. There is a minimum and a maximum amount for fines. A first time violation carries a fine of \$300 – \$1000; a second violation ranges from \$500 – \$1500. The maximum is \$2,500 following

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the first two violations. Upon adoption of the resolution by the BOH, Pete's Grocery & Deli will pay a fine of \$500 plus \$50 for this second violation. It rests with the State to decide on probation or suspension of the retailer's licenses. Regardless of the State's decision, TCHD staff will conduct compliance checks to make sure the retailer is not selling tobacco products.

The vote in favor of the resolution, as written, was unanimous.

Resolution #EH-ENF-18-0009 – Casper's, V-Groton, Violations of BOH Orders #EH-ENF-17-0001 and Subpart 14-1 of the New York State Sanitary Code (Food):

Ms. Cameron reported the owner of Casper's was found to be operating without a permit in 2017 and again this year. The case summary shows TCHD staff went to considerable effort trying to obtain payment for required fees. The owner recently paid the permit fee and penalty in full so he is up-to-date in terms of payment. These were all administrative issues rather than public health violations. Since he paid the outstanding fees, he will not have to cease operations. The result of this resolution: TCHD will issue a short-term permit valid through June 15, 2018 and the owner will need to pay the current penalty of \$500 by June 15, 2018 or he will lose his permit again. If the owner does not pay on time, then the restaurant will be placarded.

Mr. Parr added the \$500 penalty was assessed due to the significant amount of time TCHD staff invested in this matter and also to practically pay for the hearing officer.

Dr. Morgan moved to accept the resolution as written; seconded by Ms. Merkel; and carried unanimously.

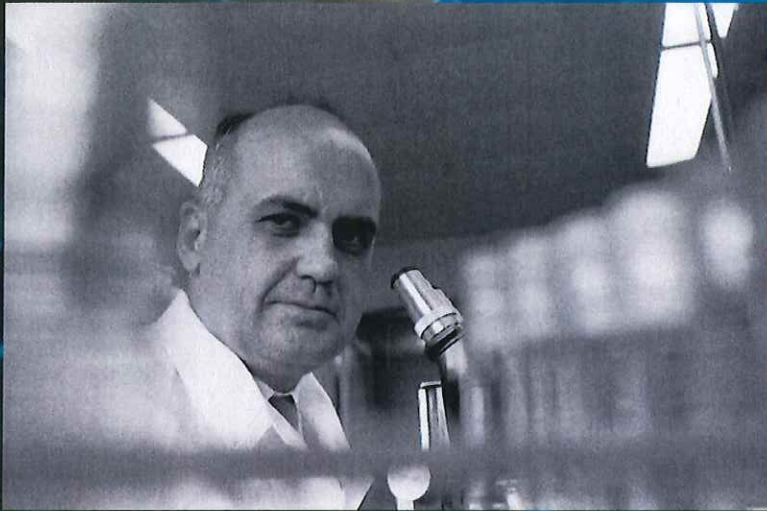
Wawak Request for refund of Onsite Wastewater Treatment System (OWTS) Application Fees, Proposed Pineridge Cottages, T-Dryden:

Ms. Cameron stated Richard Wawak had submitted applications for sewage permits and plan review fees in 2017. Eventually it was determined the project could not move forward due to insufficient water yield. Mr. Wawak is requesting a refund of the fees for four sewage system permits that were never issued. He is not asking for a refund of the plan review fees. Staff supports granting his request because they feel the work they completed was covered by the plan review fees.

Mr. McLaughlin asked how this refund request differs from the refund request brought forward during last month's Board meeting. As Ms. Cameron explained, the previous request was from an owner who was asking for a full refund of a project requiring a significant amount of work from staff. In this case, the owner is asking for a partial refund for a project that was straightforward so it did not require the same level of work.

Dr. Koppel moved to approve Richard Wawak's request for refund of the onsite wastewater treatment system permit fees for the proposed Pineridge Cottages project in the Town of Dryden; seconded by Dr. Moylan; and carried unanimously.

Adjournment: At 12:55 p.m. Mr. McLaughlin adjourned the meeting.



Join us for a FREE screening of the award-winning film:

HILLEMAN:

A PERILOUS QUEST TO SAVE THE WORLD'S CHILDREN

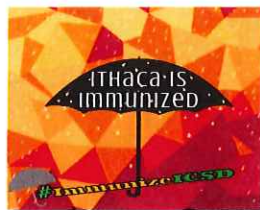
Tuesday May 8th

7pm-9pm

Cinemapolis Theater 120 E Green St, Ithaca

Followed by refreshments and panel discussion

Brought to you by the Tompkins County Immunization Coalition



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Board of Health
May 22, 2018
Financial Report

December 2017/13th period

Small revenue adjustments were made from the prior report.

Board of Health
May 22, 2018
Financial Report

April 2018 / Month 4

Nothing significant to report at this time of year. Contracts continue to be executed to permit payment of contractual services. We expect budget adjustments to be made by County Administration/Legislature for the recently approved white collar agreement and management salaries. Quarterly claims and the Article 6 state aid claim is in process according to contract terms. There was a delay in filing due to the retroactive payments for salary increases paid in April.

Tompkins County Financial Report for Public Health

Percentage of Year 100.00%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	YTD	%
4010 PH ADMINISTRATION	1,108,630	1,004,928	90.65%	136,870	133,182	97.31%	971,760	871,746	89.71%
4012 WOMEN, INFANTS & CHILDREN	532,827	484,276	90.89%	531,536	484,283	91.11%	1,291	-7	-0.51%
4013 OCCUPATIONAL HLTH.& SFTY.	106,103	80,308	75.69%	0	0	0.00%	106,103	80,308	75.69%
4014 MEDICAL EXAMINER	65,138	65,131	99.99%	0	0	0.00%	65,138	65,131	99.99%
4015 VITAL RECORDS	71,999	67,702	94.03%	83,843	109,754	130.90%	-11,844	-42,052	355.05%
4016 COMMUNITY HEALTH	1,607,012	1,491,129	92.79%	397,236	352,630	88.77%	1,209,776	1,138,499	94.60%
4018 HEALTHY NEIGHBORHOOD PROG	212,755	208,591	98.04%	204,574	208,629	101.98%	8,181	-38	-0.46%
4047 PLNG. & COORD. OF C.S.N.	1,488,706	1,382,622	92.87%	389,792	396,777	101.79%	1,098,914	985,845	89.71%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,637,190	1,557,055	95.11%	588,472	615,138	104.53%	1,048,718	941,916	89.82%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,158,626	1,150,605	99.31%	-1,158,626	-1,150,605	99.31%
Total Non-Mandate	6,838,360	6,341,742	92.74%	3,494,949	3,450,999	98.74%	3,343,411	2,890,744	86.46%
2960 PRESCHOOL SPECIAL EDUCATI	5,080,000	4,713,668	92.79%	2,840,000	3,076,880	108.34%	2,240,000	1,636,787	73.07%
4017 MEDICAL EXAMINER PROGRAM	190,160	171,783	90.34%	0	0	0.00%	190,160	171,783	90.34%
4054 EARLY INTERV (BIRTH-3)	705,000	581,634	82.50%	300,000	362,469	120.82%	405,000	219,165	54.11%
Total Mandate	5,975,160	5,467,084	91.50%	3,140,000	3,439,349	109.53%	2,835,160	2,027,735	71.52%
Total Public Health	12,813,520	11,808,826	92.16%	6,634,949	6,890,348	103.85%	6,178,571	4,918,478	79.61%

BALANCES (Includes Encumbrances)

	Available Budget	Revenues Needed		Available Budget	Revenues Needed
NON-MANDATE			MANDATE		
4010 Administration	103,702	3,688	2960 Preschool	366,332	-236,880
4012 WIC	48,551	47,253	4054 Early Intervention	123,366	-62,469
4013 Health & Safety	25,795	0	4017 Medical Examiner	18,377	0
4014 Medical Examiner	7	0		<u>508,076</u>	<u>-299,349</u>
4015 Vitals	4,297	-25,911			
4016 Community Health	109,883	44,606			
4018 Healthy Neighborhood	4,164	-4,055			
4047 CSCN	106,084	-6,985			
4048 PHCP	8,000	4,000			
4090 Environmental Health	80,135	-26,666			
4095 State Aid	0	8,021			
	<u>490,618</u>	<u>43,950</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
998,694	-255,399

Tompkins County Financial Report for Public Health

Percentage of Year 33.33%

	Expenditures			Revenues			Local Share		
	Budget	Paid YTD	%	Budget	YTD	%	Budget	YTD	%
4010 PH ADMINISTRATION	1,108,643	324,280	29.25%	137,848	16,714	12.13%	970,795	307,566	32.06%
4012 WOMEN, INFANTS & CHILDREN	547,818	151,989	27.74%	547,818	116,201	21.21%		35,788	
4013 OCCUPATIONAL HLTH.& SFTY.	106,467	10,791	10.14%	0	0	0.00%	106,467	10,791	10.14%
4014 MEDICAL EXAMINER	66,129	18,987	28.71%	0	0	0.00%	66,129	18,987	28.71%
4015 VITAL RECORDS	72,374	19,742	27.28%	108,000	37,236	34.48%	-35,626	-17,494	48.91%
4016 COMMUNITY HEALTH	1,567,974	420,068	26.79%	357,292	93,625	26.20%	1,210,682	326,443	40.99%
4018 HEALTHY NEIGHBORHOOD PROG	187,319	42,847	22.87%	187,319	771	0.41%		42,077	
4047 PLNG. & COORD. OF C.S.N.	1,366,538	405,010	29.64%	396,520	73,996	18.66%	970,018	331,014	34.38%
4048 PHYS.HANDIC.CHIL.TREATMNT	8,000	0	0.00%	4,000	0	0.00%	4,000	0	
4090 ENVIRONMENTAL HEALTH	1,613,003	462,157	28.65%	577,925	117,140	20.27%	1,035,078	345,016	35.35%
4095 PUBLIC HEALTH STATE AID	0	0	0.00%	1,159,409	0	0.00%	-1,159,409	0	
Total Non-Mandate	6,644,265	1,855,871	27.93%	3,476,131	455,683	13.11%	3,168,134	1,400,188	44.20%
2960 PRESCHOOL SPECIAL EDUCATI	5,181,203	1,354,123	26.14%	2,885,000	1,775,669	61.55%	2,296,203	-421,546	7.90%
4017 MEDICAL EXAMINER PROGRAM	200,200	35,713	17.84%	0	0	0.00%	200,200	35,713	17.84%
4054 EARLY INTERV (BIRTH-3)	655,000	164,034	25.04%	318,500	40,400	12.68%	336,500	123,634	36.74%
Total Mandate	6,036,403	1,553,871	25.74%	3,203,500	1,816,069	56.69%	2,832,903	-262,198	-9.26%
Total Public Health	12,680,668	3,409,742	26.89%	6,679,631	2,271,752	34.01%	6,001,037	1,137,990	18.96%

BALANCES (Includes Encumbrances)

NON-MANDATE	Available Budget	Revenues Needed	MANDATE	Available Budget	Revenues Needed
4010 Administration	780,729	121,134	2960 Preschool	3,224,203	1,109,331
4012 WIC	383,263	431,617	4054 Early Intervention	490,966	278,100
4013 Health & Safety	95,676	0	4017 Medical Examiner	129,713	0
4014 Medical Examiner	47,139	0		<u>3,844,882</u>	<u>1,387,431</u>
4015 Vitals	52,563	70,765			
4016 Community Health	978,104	263,667			
4018 Healthy Neighborhood	132,856	186,549			
4047 CSCN	959,069	322,524			
4048 PHCP	8,000	4,000			
4090 Environmental Health	1,129,975	460,785			
4095 State Aid	0	1,159,409			
	<u>4,567,373</u>	<u>3,020,448</u>			

Total Public Health Balances	
Available Budget	Revenues Needed
<u>8,412,255</u>	<u>4,407,879</u>

**Public Health Director
Report
May 2018**

- We held a two-day kickoff for our new EHR TenEleven. MH & PH staff participated in a process discussion of current status. The TenEleven team documented our processes, so they can evaluate their system against our needs to inform development. It was a positive experience and the team left feeling good about our implementation.
- April 26th we conducted our medical countermeasures exercise at TC3. Staff from PH, MH, ITS, Probation and County Administration participated. Everyone performed well and there will be an after action report to document what we learned and where we can improve.
- Participated on an Office of Medicaid Inspector General opening conference call for a scheduled desk audit of Pre School Medicaid billing.
- Attended a statewide opioid conference that was attended by Public Health and Mental Health leaders to learn about Adverse Childhood Events and how they affect substance use disorders.
- Health and Human Services Committee considered a resolution supporting proposed state legislation authorizing supervised injection facilities. The full Legislature will not consider the issue until after the BOH and CSB have had a chance to weigh in.

HEALTH PROMOTION PROGRAM – April 2018

Samantha Hillson, Director, PIO
Ted Schiele, Planner/ Evaluator
Susan Dunlop, Community Health Nurse
Maya Puleo, Healthy Neighborhoods Education Coordinator
Pat Jebbett, Public Health Sanitarian
Marisa Murugan and AJ Barnes, Interns

HIGHLIGHTS

Our interns both completed their service with HPP during April. Marisa Murugan completed her MPH practicum on April 17. AJ Barnes completed his clinical nursing school internship on April 26. These students were talented and engaged members of our HPP team, and we wish them all the best in their careers ahead.

Ithaca Housing Authority became smoke-free on May 1. This is a major achievement by IHA and a great service to the health of their tenants. Download the [IHA press release here](#).

Community Outreach

- Informational meeting with Amie Hendrix, Director of Youth Services, about strategic planning for our respective programs (SH, 4/2)
- Informational meeting with Erin Marteau, Director of Ithaca Children’s Garden, about possibilities for collaboration
- Informational meeting with Davi Mozie, Founder of I-JUMP (International Jump-rope organization) about partnering to explore community-based physical activity. Subsequently assisted with grant proposal to Aetna Foundation, “Jump! Lift! Play! Connecting Communities through Movement in Public Spaces” (SH, MM, 4/9, 4/16).
- Collective Impact workgroup, facilitated by Gen Meredith, Cornell MPH Program (SH, 4/10)
- Discharge Planning Event, networking (SH, 4/17)
- TC3 Drug and Alcohol Coalition kick-off event (SH, 4/18)
- Streets Alive! Planning meeting (4/19), event (MP, SH 4/29)
- Meeting with COFA staff to give overview of HPP and initiate discussions about opportunities to collaborate between departments (SD, 4/16)
- Childhood Nutrition Collective Impact (SH, 4/20)
- “Red Folder” meeting with HSC, COFA, Lifelong, and Foodnet, to distribute red folders to individuals who have multiple health needs, medications, paperwork. Grant through BCBS (SH, 4/23).
- CCE Nutrition Program Committee – Summer Meal Planning (SH, 4/23)
- Collaborative Solution Network Meet and Greet (SH, MP 4/26)
- Greater TC Municipal Health Insurance Consortium ([Consortium](#)).
 - Owning Your Own Health Committee, monthly meeting, (TS, chair; 4/18).
 - Joint Committee on Plan Structure and Design, monthly meeting (TS, 4/5).
 - Ongoing work related to full redesign of the Consortium website (TS).
 - Work related to RFP and selection for a consultancy contract to provide support media and outreach to the Owning Your Own Health Committee (TS)

TCHD Participation and Support

- National Public Health Week: HPP coordinated and hosted, with support throughout the building, 6 walks around the pond (4/2-4/6)
- Immunization Coalition meeting, updates and planning for upcoming film screening event (SH, 4/3).
- Supervisory Training at TC3 Biz (SH, 4/6, 4/19)
- Health Planning Council (SH, TS, 4/9)
- POD Exercise (Point of Dispensing): planning meetings (4/11, 4/25), exercise at TC3 (all, 4/26)
- Emerging Leaders in Public Health webinar (4/11) and application submitted (SH 4/30)
- Lead Poisoning Prevention Network meeting (SH, 4/12)
- Meet with Capri Prentice (CSCN) to plan for implementing Talk it UP! Initiative at TCHD (SH, 4/13).

Diabetes Prevention Program (DPP) (Susan Dunlop, *CDC Certified Lifestyle Coach*)

- Met with Ithaca Voice reporter to interview about the DPP class that begins May 24 (SD, 4/12).
- Presentation at Lansing Lions Club about diabetes awareness and the DPP (SD, 4/16)

Community Health Improvement Plan (CHIP)

Healthy Lungs for Tompkins County

- Harmonicas for Health (H4H):
 - Titus Towers class: 12 participants, 4/5,12,19,26 (SH, SD)
 - 6 month follow-up with our Longview class was conducted
 - Alumni meet-up at Longview to answer questions related to respiratory health and continue harmonica playing (SD, 4/11)

Healthy Neighborhoods Program

- Informational meeting with Ed Bergman, Long Term Care/Adult Protective Services Coordinator, to better understand process and services at APS, and referrals between HNP and APS (PJ, SH, MP, 4/9).
- **Outreach** (MP, PJ, SH)
 - Salvation Army Outreach (4/4, reached 8)
 - Loaves and Fishes outreach (4/6, reached 100)
 - Presented at Harmonicas for Health class (4/12, reached 15)
 - Tabling at Loaves and Fishes (4/18, reach 75)
 - South side community center health fair (4/21, reached 75)
 - Collaborative Solutions Network meet and greet (4/26)
 - Tabling at Streets Alive, Ithaca (4/29, reached 50)
- Webinar – Exploring the Environmental Health Playbook; Safe drinking water, healthy housing, clean air (MP, 4/3).
- Radon Stakeholders Meeting, CAPCO (PJ, 4/18)

April 2018

HEALTHY NEIGHBORHOODS PROGRAM	MONTH	YTD 2018	YTD 2017	TOTAL 2017*
# of Initial Home Visits (including asthma visits)	32	110	89	438
# of Revisits	11	64	48	122
# of Asthma Homes (initial)	4	15	11	49
# of Homes Approached	24	130	147	1,126

- *Covers the calendar year (January through December), the HNP grant year is April-March.

Tobacco Control Program

- Ithaca Housing Authority goes smoke-free May 1, 2018. Designed and produced signs and rack cards, assisted with drafting press release. See images at the end of this report.
- Cornell University: Daily Sun article, 4/26, [Referendum on Tobacco-Free Campus Postponed](#)
- Interview about e-cigs and Juuls with IC journalism student (class project).
 - Juul: Members should educate themselves about these electronic nicotine delivery systems (ENDS). See attached AAP flyer, [Juulers Against Juul video](#) on YouTube, NYTimes Article, [‘I Can’t Stop’: Schools Struggle With Vaping Explosion](#).
- Tobacco-free workplaces: Advertising campaign on the social media network, Linked In, is running for 6 weeks starting May 1, targeting business owners and managers in Tompkins, Cortland, and Chenango Counties. See image at the end of this report.
- Statewide tobacco grant program meeting in Albany (4/24).

Media, Website, Social Media

- WHCU – Tick-borne infection interview (SH, 4/6)
- Press Releases: BCBS Lead Prevention Grant (4/16), National Immunization Week (4/23)
- Follow us on [Facebook](#), ongoing updates
- Website traffic data compiled for 2018-Q1 (attached)
- Webpage updates: Opioid page, Children’s Camps, WIC clinic calendars, Zika page

Trainings, Continuing Education

- County mandated LGBTQ Training (TS, MP, PJ, 4/19)
- “A Primer on Medication Delivery System in COPD Management,” Medscape 0.5 C.E. credits (SD, 4/4)

Ithaca Housing Authority's smoke-free property policy goes into effect May 1, 2018.



ITHACA HOUSING AUTHORITY

Why a Smoke-free Environment?

There is no safe level of secondhand smoke

Risk to Our Health & Safety

- » Neighbors
- » Family & visitors
- » Pets
- » IHA admin & support staff

Damage to Our Homes

- » Walls & painted surfaces
- » Carpets, drapes, & furniture
- » Fire risk

A New U.S. HUD Rule

- » Covers all public housing authorities nationwide

IHA is committed to providing safe & healthy housing for everyone.

- » Secondhand smoke can never be isolated, so if one person smokes, the whole building smokes.
- » Fans, barriers, and filters do not make a room safe.
- » It is about the health and wellness of our tenants.
- » It is about the smoke, *not* the smoker.

ITHACA HOUSING AUTHORITY

Smoke-Free Policy

No smoking on any IHA property

Where

- » Any room in any apartment or dwelling
- » Any indoor common area or staff area
- » Any outdoor area, *except where designated as "smoking permitted"*

Who

- » Any tenant
- » Any guest
- » Any staff
- » Any contract worker

What

- » Any cigarette, cigarillo, cigar, or other product that burns tobacco
- » Any E-cigarette or other vaping product

When

- » Anytime, starting May 1, 2018

What if

- » 1st violation: Warning
- » 2nd: \$200 Fine
- » 3rd: Terminate lease

Tobacco-free worksite campaign on Linked In. Clicking on the ad in LinkedIn sends an interest form to grant staff. Clicking on a "more info" link goes to worksite page on TFreeZone.net.

T-Free zone Tobacco Free Zone
of Cortland-Tompkins-Chenango Counties

Lead your community on the path to becoming completely tobacco-free. Contact us to receive free support and resources!

Start planning your fully tobacco-free workplace today.

JUULing: What Pediatricians and Families Need to Know

What is a JUUL?

JUUL (pronounced “jewel”) is a brand of e-cigarette made by JUUL Labs Inc.

JUUL has grown quickly in popularity since introduction to the market in 2015, fueled by a serious following among youth and young adults.

JUUL’s popularity among youth raises significant concerns for pediatric health.



JUUL Characteristics:

JUUL is a sleek, small e-cigarette that resembles a flash drive. Unlike other types of e-cigarettes, JUUL does not look like a traditional cigarette and thus may not be immediately identifiable as a vaping device. Due to their size, JUUL devices are discrete and can be easily concealed in a fist or a pocket.

JUUL operates by heating a “pod” of e-liquid containing nicotine, flavorings and other substances. When heated, the e-liquid creates an aerosol which is inhaled by the user.

JUUL has spawned its own terminology: use of these devices is called “juuling.”

Public Health Concerns:

JUUL comes in youth-friendly flavors, including mango, mint and fruit-medley. For decades, the tobacco industry has used flavors to attract youth to their products.¹ Youth cite flavors as a common reason for e-cigarette use.²

JUUL is highly addictive. The concentration of nicotine in JUUL is more than double the concentration found in other e-cigarettes. This high concentration is a serious concern for youth, who are already uniquely susceptible to nicotine addiction. The addictive potential is so high that the US Surgeon General has declared that youth use of nicotine in any form is unsafe.³

JUUL users have a significant risk of becoming cigarette smokers. Youth who use e-cigarettes are more likely to progress to smoking traditional cigarettes.^{3,4}

JUULing is increasingly common in high school and college campuses. Educators report that youth are using JUUL in classrooms, hallways and restrooms, and are sharing devices with their peers. This social use encourages non-users to try JUUL, and enables students who are too young to purchase these products, or who could not otherwise afford them, to access them through peers.

References:

1. U.S. Department of Health and Human Services. *Preventing Tobacco Use Among Youth and Young Adults: A Report of the Surgeon General.* Atlanta (GA): U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2012.
2. Tsai J, Walton K, Coleman BN, et al. *Reasons for Electronic Cigarette Use Among Middle and High School Students—National Youth Tobacco Survey, United States, 2016.* *MMWR* 2018;67:196-200.
3. U.S. Department of Health and Human Services. *E-Cigarette Use Among Youth and Young Adults. A Report of the Surgeon General.* Atlanta, GA: U.S. Department of Health and Human Services, Centers for Disease Control and Prevention, National Center for Chronic Disease Prevention and Health Promotion, Office on Smoking and Health, 2016.
4. National Academies of Sciences, Engineering and Medicine. 2018. *Public Health Consequences of E-Cigarettes.* Washington, DC: The National Academies Press.

Medical Director's Report Board of Health May 2018

Poverty and Public Health:

As the Poor People's Campaign begins its 40 days of communicating the ways poverty affects our people and nation it is important to look at how poverty affects health, causes suffering and costs all of us significant money.

As a public health official, I can state that it is clear that poverty directly affects a person's health. The resultant illnesses force them to struggle to maintain employment and productivity. They must use health care more to cope and those illnesses cause expenses that increase health care premiums for everyone. If the person is covered by Medicaid, these expenses drive up property taxes since Medicaid is a major expense counties must pay for. If the person has no insurance, their visits to the emergency room become expenses for our hospitals and ultimately come out of our pockets too.

And, if those with low income who are uninsured or underinsured do not seek care at a reasonably early point they suffer advanced illness, require hospitalizations and surgeries, which are even more expensive.

Addressing poverty and its related effects can improve our nation's overall health, reduce infant death, decrease suffering and lower our nation's out of control health care expenditures. As you listen to the messages of the Poor People's Campaign keep in mind these public health facts.

Supervised Injection Facilities (SIFs):

I attended the Health and Human Services (HHS) Committee meeting of May 14th regarding a resolution regarding SIFs being considered. I was asked to comment on the resolution which asks the County Legislature to urge the State Legislature to pass Assembly bill A8534 which is currently in committee (and by inference would urge the state Senate to create a companion bill).

The resolution passed unanimously. It is expected that the County Legislature will consider this matter in about two weeks.

You have before you today a resolution which is congruent with that considered and passed by HHS. I regret being out of town as you consider your position. I believe you know my position on this subject which is formulated from the best global data that exists.

Immunizations:

The showing of the Hilleman film documenting Dr. Hilleman's life work on vaccine development was held at Cinemapolis as planned.

The screening was followed by a panel discussion session. The panel included Dr. Marguerite Uphoff, a practicing pediatrician; Serese Marotta, COO of Families Fighting Flu; Dr. Cynthia Leifer, immunologist at Cornell University; and myself. Our panel focused on several questions from the audience which ranged from how to improve immunization rates to increasing acceptance by persons skeptical of immunization and included our opinion as to when a Lyme vaccine could become available (answer: uncertain though research is ongoing).

Panel members represented an excellent spectrum of expertise. A number of significant points were made.

Dr. Leifer made one concerning terminology. We have often used the term *herd immunity*. This is meant to address the need to have sufficient numbers of people vaccinated against a disease in order to prevent its spread through a community. In Dr. Leifer's experience some individuals object to the term *herd* because it makes them think of cattle. She prefers the term *community immunity*. It seems an apt term and gives the proper sense of what the objective is.

She also pointed out that within a community there may be clusters of individuals inadequately immunized or choosing not to be immunized at all. Often persons who have a similar philosophy tend to socialize together and, thus, within the community these groups of individuals are at higher risk of acquiring the given disease. For example, an individual traveling through the Southern Tier recently was later found to be in a contagious state of measles. He stopped at several places as he crossed the Southern Tier and ultimately came to the Buffalo area. Persons in those locations where the individual stopped were at risk of acquiring the disease should they not be vaccinated. If an individual choosing not to be vaccinated acquired the measles and socialized with people of like mind that pocket of individuals would have a high attack rate for measles. Community immunity is a goal we should strive for but it does not fully address the risk of individuals who choose to socialize together but not to get vaccinated. This is a point that we should make clearly in our work.

Dr. Uphoff and I being "long in the tooth" remember coping with children afflicted with disease that have become controlled with the vaccines directed at them. Yet we both feel frustrated that our sharing of these very real experiences is often misinterpreted as scare tactics. The significant contributions that can be made by lay members of our immunization coalition became very evident as Serese Marotta spoke of losing her 5 year old son to influenza. The message of a parent has a very personal impact. We are grateful for the efforts of Ms. Marotta and also of Ellen Woods of the group "Ithaca is Immunized" as community partners.

Dr. Hillman's life's work resulted in significant pivotal contributions in the development of nine of the fourteen vaccines we use to immunize children and adolescents. Towards the end of his career he became distraught over the rejection of immunization by significant segments of the population. When asked what could be done to help change people's minds more favorably

toward immunization, he commented he could not think of anything. He presumed the scourge of childhood disease, death, and disability would have to resurface before these individuals would be influenced to see that vaccination was the best and very safe option. Let us hope that it need not be so.

Other Activities:

- Conducted my quarterly jail review for quality assurance. Excellent care as documented in their charting was appreciated. I am pleased to report that psychiatric and psychological services at the jail have been considerably increased.
- Participated in Point of Dispensing (POD) exercise that we conducted at Tompkins Cortland Community College that focused on the delivery of Hepatitis A vaccine to community members who (in the scenario) were potentially exposed when they bought contaminated produce at the scenario's grocery store.

Division for Community Health
May 22, 2018 Board of Health Meeting

Karen Bishop, Director of Community Health
April 2018 Report

Administration –

- Activated our division's Emergency Vaccine Storage Plan on April 4 to preserve and protect our vaccine inventory in response to a history of building generator failure days before and forecasted possible power outage due to high winds late April 4 into April 5. Entire vaccine inventory safely moved to CMC Pharmacy per mutually agreed emergency plan. Hours later, TCHD lost power and the building generator failed. Immunization clinic was canceled for April 6 and all appointments rescheduled for April 13. Generator was fixed, successfully tested and then the vaccine inventory was transported back to TCHD on April 12. Kudos to CMC Pharmacy for safely storing our vaccine worth an estimated \$20,000! No vaccine loss was realized.
- Presented to the Health Planning Council on April 9 regarding anonymous HIV counseling and testing services provided by the health department.
- Participated in the Medical Countermeasure POD on April 26 at TC3 Forum as an evaluator. Staff performed well, particularly those in newly assigned POD leadership roles. Suggestions for improvement will be shared with staff in the agency After Action Report.
- Conducted interviews for two vacated positions within the division, Community Health Nurse and WIC Program Nutritionist. Kevin Zippel accepted the Community Health Nurse position. Kevin currently works in an adjacent county health department with primary responsibility for communicable disease surveillance and investigation, which will be his primary responsibility here starting May 21. The WIC Program Nutritionist has not been hired yet.
- Participated on the interview team for the new Billing Coordinator/Systems Administrator, a position to be shared between Public Health and Mental Health which will be instrumental in billing for services provided by both departments and in the successful deployment of the shared electronic health record software between both departments later this year.
- Revised two existing vaccine policies, Hepatitis B and MMRV, to reflect recent recommendation changes and Dr. Klepack approved.
- Created one new vaccine policy, DTaP-IPV, which is under medical review.
- Created two new procedures for CHS nurses, PHQ-9 procedure and Edinburgh Depression Screening procedure. Both depression screening tools have been routinely adopted in service delivery to prenatal and postnatal clients to assess for depression and to refer for care follow up as our standard of client care.
- Met regularly with division managers to review program priorities, staffing concerns, documents for inclusion in new electronic health record in CHS, plan for on-site software vendor (TenEleven) kick-off in May and training plan for implementing new statewide electronic system in WIC.

Statistical Reports –

- Division statistical reports – see attached reports.

WIC Program

- Conducted interviews for the vacated WIC Program Nutritionist position.
- USDA approved the pilot of NYWIC which began in the capital region on April 30th. NYWIC will be implemented locally in October.
- WIC staff started talking with participants about expected rollout of NYWIC and distributed the "6 month" flyer outlining the changes.
- WIC Director prepared a six-month timeline of events for staff in preparation of the rollout of NYWIC.

May 2018 BOH Report

Community Health Services

By Melissa Gatch, Supervising Community Health Nurse

Continuing Education-

- All Community Health Services (CHS) staff participated in a Point of Dispensing (POD) Emergency Preparedness drill on April 26, 2018 at TC3 Forum. We received notification from the NYSDOH on April 23 with the exercise plan and objectives. The exercise scenario included an exposure in the community from a food worker diagnosed with Hepatitis A. We were tasked with opening a POD in the northeastern part of the county and administering Hepatitis A vaccine or Immune Globulin within 2 hours to over 200 people who may have been exposed. All CHS staff were involved in the exercise, nurses were vaccinators and support staff were vaccinator assistants. All POD objectives were met and an after action report is in process.
- Senior Community Health Nurse Lori Sibley is participating in the Supervising for Success level 2 series offered through TC3.

Staffing-

- CHS received a letter of resignation from Community Health Nurse (CHN) Amy Hopkins in April, as she relocated out of state. Amy worked in CHS for three years on our communicable disease team and will be sorely missed.
- We are pleased to announce that Kevin Zippel has accepted the vacant CHN position and will begin employment on May 21. Kevin comes to us from a neighboring health department where he worked in Communicable Disease.

Lead Poisoning Prevention- Lead nurse Gail Birnbaum has no open lead cases at this time.

Communicable Disease-

- **Listeriosis:** 3 year old male presented to local ER with symptoms of headache, fever, irritability, photophobia, lethargy, disorientation and emesis over several days. Child had a lumbar puncture done at local hospital and then was transferred to a regional hospital for further management of suspected meningitis. Culture was negative for Neisseria meningitis but was positive for Listeria. An investigation was completed with the child's parents. The family owns a dairy farm and the mom reported that the child was in attendance at the birth of a calf at the end of March and had direct contact with the calf following the birth. The farm sells bulk milk to a distributor in Ohio, not directly to consumers. Child was discharged after 11 days of hospitalization and continued on IV antibiotics at home. The discharge diagnosis was Listeria meningoenzephalitis. Parents report child is almost back to baseline.
- **Influenza:** Season to date Tompkins County has seen a total of 1,012 lab confirmed influenza cases; of these cases 62 were during the month of April. Influenza continues to be widespread in NYS but we continue to see a decrease in cases weekly. NYSDOH has reported 6 Influenza-associated pediatric deaths this season. We continue to recommend that everyone 6 months and older get the flu vaccine- it's not too late! Vaccine continues to be available at the Health Department through the end of June.

- **Gonorrhea:** During April we had 7 new cases. Of the 7 cases, 6 were male (all MSM), age range 19- 31 years of age and 4 were college students. All received appropriate treatment. No commonalities identified.
- **HIV Testing/Counseling:** During the month of April, the Health Department offered 6 clinic dates between three testing sites. There were 8 people tested and there were *no* positive results. During May we will begin offering an additional testing site twice monthly at Magnolia House.
- **Health Advisories and Informational Messages Blast Faxed to Providers:**
 - Weekly Influenza report
 - Potential Life- Threatening Vitamin- Dependent Antagonist Coagulopathy Association with Synthetic Cannabinoids Use

Tuberculosis- (1 active case)

- **Case #1: (ongoing)** A 58 year old male entered the USA in 2000 from South Korea. Case had positive T-spot in July 2017 and abnormal CXR September 2017 and was symptomatic with fever, night sweats and weight loss. Case reported that symptoms had been intermittent over the past 2 years, since his travel to India. PCP ordered thoracentesis on 9/26/18 which was AFB and culture negative. Case was referred to TB consultant by PCP for follow-up in January. Sputa x3 obtained 1/16- 1/18/18. The 1/16/18 sample was AFB smear and PCR positive. Case was isolated at home and started on 4-drug treatment on 1/17/18; daily DOT initiated. Case had 3 additional sputum collected (1/29, 1/30 & 1/31); all were AFB smear and culture negative. Case was released from isolation, per protocol and has resumed his daily activities. Case is pan sensitive to all TB medications. Progressed to two drug regime 3x/week on March 15. He is being seen at the health department for his DOT and is tolerating treatment well. Contact investigation is complete with no subsequent positive TST conversions. Anticipated treatment completion is July 2018.

Tuberculosis Infection (LTBI): There were 6 Tuberculin Screening Tests (TST) placed during the month of April; there were *no* positive results.

Division for Community Health
PROGRAM Statistical Highlights for Board of Health - 2018

Community Health Services Program Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2018	Total 2017	Total 2016
Maternal Child / MOMS Services															
Client Caseload	85	80	77												
# of Client Admissions	21	14	9										44	181	254
# of Client Discharges	17	10	12										39	217	241
Maternal & Infant Office Visit**	9	4	10										23	99	163
Maternal & Infant Home Visit	68	59	48										175	918	928
Total Home & Office Visits	77	63	58	0	0	0	0	0	0	0	0	0	198	1017	1091

SafeCare															
# of Clients in program	5	6	7										18		
# Home Visits	10	13	16										39		


On-Call (Weekend) Nursing Visits to Patients															
Maternal & Infant On Call Visits	0	0	0										0	0	0
Rabies On Call Vaccinations	0	1	1										2	36	33
TB DOT On Call Visits	4	0	0										4	9	4
Total # On-Call Visits	4	1	1	0	0	0	0	0	0	0	0	0	6	45	37

Total Home, Office, SafeCare, On-Call Visits	91	77	75	0	0	0	0	0	0	0	0	0	243	1062	1128
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Childbirth Education															
# of Childbirth Education Classes	0	0	0										0	3	3
# of Childbirth Education Moms*	0	0	0										0	15	13

DOT = Direct Observe Therapy Visits

MOMS = Medicaid Obstetrical and Maternal Services

 Shaded areas indicate revisions from the previous report


* CBE Moms is duplicated count


** Office visit includes intake visits

Community Health Services Clinic Statistics	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	YTD 2018	Total 2017	Total 2016
Immunization Program (does not include counts for rabies vaccinations)															
Immunization Clients Served: Children	22	19	22										63	274	263
Immunization Clients Served: Age19 +	26	32	5										63	599	553
Total Immunization Clients	48	51	27	0	0	0	0	0	0	0	0	0	126	873	816
Immunizations Administered: Children	46	39	39										124	553	496
Immunizations Administered: Age 19 +	32	40	6										78	668	578
Total Immunizations Administered	78	79	45	0	0	0	0	0	0	0	0	0	202	1221	1074
# of Influenza Immunizations	29	34	11										74	591	536
# of All Other Immunizations	49	45	34	0	0	0	0	0	0	0	0	0	128	630	538
Rabies Vaccination Program (Internal data, reporting to NYSIIS may be ongoing)															
Post-Exposure Clients	3	9	2										14	139	104
Post-Exposure Vaccinations	8	19	3										30	277	228
Tuberculosis Program															
Cumulative Active TB clients	2	3	3										3	5	4
Active TB Admissions	1	0	0										1	4	3
Active TB Discharges	0	1	1										2	3	2
Current Active Clients	3	2	1										N/A	N/A	N/A
TB Direct Observe Therapy Home Visits	38	44	33										115	353	102
# of Tuberculosis Screening Tests	20	6	24										50	231	312
Anonymous HIV Counseling & Testing Clinics															
# of HIV Clinics - including Walk-Ins	3	6	10										19	89	121
# of Clients Counseled & Tested	1	10	4										15	73	101
HIV Positive Eliza & Western Bloc	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0
Women, Infants, Children Clinic															
Monthly New Enrollments	42	47	48										41	178	669
Total Participants Served	471	370	383										414	1638	6240
Participants w/Active Checks	1079	1059	1041										1075	1064	1289
Total Enrolled (Summary is an Average)	1284	1257	1240										1269	1263	1512
% No-Show	16.0%	15.8%	16.0%										15.3%		
% Active Participation	71.9%	70.6%	69.4%										71.7%		
% Caseload Target (FY17 Target = 1500)	85.6%	83.8%	82.7%										84.6%		

123 Red numbers indicate preliminary data; subject to revision

UA = Unavailable at this time

 yellow cells are averages

 This count includes TB DOT office visits for one client

N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAY18
 Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS Month=April

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
AMEBIASIS	0	0.0	0	0.0	1	11.4	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	4	45.8	3	34.3	2	22.9	3	34.3	3	34.3
CRYPTOSPORIDIOSIS**	1	11.4	5	57.2	0	0.0	1	11.4	2	22.9
DENGUE FEVER**	0	0.0	1	11.4	0	0.0	0	0.0	0	0.0
ECOLI SHIGA TOXIN	0	0.0	0	0.0	1	11.4	2	22.9	1	11.4
ENCEPHALITIS, OTHER	1	11.4	0	0.0	1	11.4	0	0.0	0	0.0
GIARDIASIS	2	22.9	0	0.0	2	22.9	0	0.0	1	11.4
HAEMOPHILUS INFLUENZAE, NOT TYPE B	0	0.0	0	0.0	1	11.4	1	11.4	1	11.4
HEPATITIS B,CHRONIC	0	0.0	1	11.4	2	22.9	0	0.0	1	11.4
HEPATITIS C,ACUTE	0	0.0	0	0.0	0	0.0	1	11.4	0	0.0
HEPATITIS C,CHRONIC	8	91.5	3	34.3	3	34.3	11	125.9	6	68.7
INFLUENZA A, LAB CONFIRMED	33	377.6	30	343.3	28	320.4	2	22.9	20	228.9
INFLUENZA B, LAB CONFIRMED	29	331.8	64	732.3	36	411.9	10	114.4	37	423.4
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	1	11.4	0	0.0	0	0.0	0	0.0
LEGIONELLOSIS	0	0.0	1	11.4	1	11.4	0	0.0	1	11.4
LISTERIOSIS	1	11.4	0	0.0	0	0.0	0	0.0	0	0.0
LYME DISEASE** *****	2	22.9	0	0.0	2	22.9	0	0.0	1	11.4
MALARIA	0	0.0	0	0.0	0	0.0	1	11.4	0	0.0

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
SALMONELLOSIS**	1	11.4	0	0.0	1	11.4	2	22.9	1	11.4
SHIGELLOSIS**	0	0.0	0	0.0	1	11.4	0	0.0	0	0.0
STREP,GROUP B INVASIVE	1	11.4	1	11.4	0	0.0	1	11.4	1	11.4
STREP PNEUMONIAE,INVASIVE**	0	0.0	1	11.4	2	22.9	0	0.0	1	11.4
TUBERCULOSIS***	0	0.0	0	0.0	0	0.0	1	11.4	0	0.0
VIBRIO - NON 01 CHOLERA**	0	0.0	0	0.0	0	0.0	1	11.4	0	0.0
SYPHILIS TOTAL.....	1	11.4	0	0.0	1	11.4	0	0.0	0	0.0
- EARLY LATENT	1	11.4	0	0.0	1	11.4	0	0.0	0	0.0
GONORRHEA TOTAL.....	7	80.1	2	22.9	4	45.8	11	125.9	6	68.7
- GONORRHEA	7	80.1	2	22.9	4	45.8	11	125.9	6	68.7
CHLAMYDIA	45	514.9	39	446.3	35	400.5	25	286.1	33	377.6

*Based on month case created, or December for cases created in Jan/Feb of following year

**Confirmed and Probable cases counted

***Not official number

**** In 2015-2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled.

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N.Y.S. Department of Health
 Division of Epidemiology
 Communicable Disease Monthly Report*, DATE: 01MAY18
 Through April

Rates are defined as: Cases/100,000 population/Month

County=TOMPKINS

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
AMEBIASIS	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
ANAPLASMOSIS**	0	0.0	1	2.9	0	0.0	0	0.0	0	0.0
CAMPYLOBACTERIOSIS**	10	28.6	7	20.0	3	8.6	7	20.0	6	17.2
CRYPTOSPORIDIOSIS**	4	11.4	7	20.0	5	14.3	1	2.9	4	11.4
DENGUE FEVER**	0	0.0	1	2.9	0	0.0	0	0.0	0	0.0
ECOLI SHIGA TOXIN	0	0.0	0	0.0	2	5.7	3	8.6	2	5.7
ENCEPHALITIS, OTHER	1	2.9	0	0.0	1	2.9	0	0.0	0	0.0
GIARDIASIS	5	14.3	2	5.7	2	5.7	3	8.6	2	5.7
HAEMOPHILUS INFLUENZAE, NOT TYPE B	1	2.9	0	0.0	1	2.9	1	2.9	1	2.9
HEPATITIS B,CHRONIC	2	5.7	5	14.3	6	17.2	0	0.0	4	11.4
HEPATITIS C,ACUTE	2	5.7	1	2.9	0	0.0	1	2.9	1	2.9
HEPATITIS C,CHRONIC	19	54.4	20	57.2	24	68.7	29	83.0	24	68.7
INFLUENZA A, LAB CONFIRMED	453	1295.9	387	1107.1	327	935.4	286	818.1	333	952.6
INFLUENZA B, LAB CONFIRMED	558	1596.2	141	403.4	54	154.5	58	165.9	84	240.3
INFLUENZA UNSPECIFIED, LAB CONFIRMED	0	0.0	2	5.7	2	5.7	0	0.0	1	2.9
LEGIONELLOSIS	0	0.0	1	2.9	1	2.9	0	0.0	1	2.9
LISTERIOSIS	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0

Disease	2018		2017		2016		2015		Ave (2015-2017)	
	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate	Freq	Rate
LYME DISEASE** *****	10	28.6	0	0.0	7	20.0	1	2.9	3	8.6
MALARIA	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0
MENINGITIS, ASEPTIC	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0
MUMPS**	2	5.7	0	0.0	0	0.0	0	0.0	0	0.0
PERTUSSIS**	1	2.9	1	2.9	0	0.0	0	0.0	0	0.0
SALMONELLOSIS**	3	8.6	0	0.0	3	8.6	5	14.3	3	8.6
SHIGELLOSIS**	1	2.9	0	0.0	1	2.9	0	0.0	0	0.0
STREP, GROUP A INVASIVE	2	5.7	1	2.9	1	2.9	0	0.0	1	2.9
STREP, GROUP B INVASIVE	4	11.4	1	2.9	1	2.9	3	8.6	2	5.7
STREP PNEUMONIAE, INVASIVE**	4	11.4	4	11.4	4	11.4	2	5.7	3	8.6
TUBERCULOSIS***	1	2.9	1	2.9	0	0.0	1	2.9	1	2.9
VIBRIO - NON 01 CHOLERA**	0	0.0	0	0.0	0	0.0	1	2.9	0	0.0
ZIKA VIRUS (SYMPTOMATIC)**	0	0.0	0	0.0	1	2.9	0	0.0	0	0.0
SYPHILIS TOTAL.....	2	5.7	1	2.9	5	14.3	2	5.7	3	8.6
- P&S SYPHILIS	0	0.0	0	0.0	2	5.7	2	5.7	1	2.9
- EARLY LATENT	2	5.7	0	0.0	2	5.7	0	0.0	1	2.9
- LATE LATENT	0	0.0	1	2.9	1	2.9	0	0.0	1	2.9
GONORRHEA TOTAL.....	45	128.7	28	80.1	15	42.9	27	77.2	23	65.8
- GONORRHEA	45	128.7	28	80.1	15	42.9	27	77.2	23	65.8
CHLAMYDIA	159	454.8	143	409.1	122	349.0	108	309.0	124	354.7
CHLAMYDIA PID	1	2.9	0	0.0	0	0.0	0	0.0	0	0.0

*Based on month case created, or December for cases created in Jan/Feb of following year

**Confirmed and Probable cases counted; Campylobacter confirmed and suspect

***Not official number

**** In 2015-2016, 25 counties investigated a sample of positive laboratory results; in 2017, 27 counties sampled; in 2018, 30 counties sampled.

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Children with Special Care Needs Division — (607) 274-6644

Children with Special Care Needs Highlights April 2018

Staff Activities

Staff Committees & Meetings

- CSCN Software committee meets weekly (Michele Card, Cindy Lalonde, Barb Wright, Deb Thomas, Greg Potter IT Director and Roger Cotrofeld, IT)
- CPSE Chairs Meeting attended by Julie Norton, Margo Polikoff, and Deb Thomas on 4/20/18
- Margo attended Collaborative solutions Network—Meet and Greet Planning on 4/9/18
- Margo attended Cradle to Career-Collective Impact Meeting @ CCE on 4/13/18
- Deb and Margo met with ICSD CPSE re. Transition Process on 4/16/18
- Margo attended Collaborative Solutions Network Meeting—Mental Health Month Event Planning at Family & Children Services on 4/19/18
- Margo attended CDMS Training @ TCHD on 4/25/18
- Margo attended Mental Health Care Meet & Greet @ The Space on 4/26/18

Staff Training

- Margo Polikoff attended HIV Trends and Prevention—Human Service Coalition @ TCHD on 4/9/18
- Denise Brown and Deb Thomas attended an Excel Level 1 Class on 4/10 & 4/12/18
- Margo attended Trauma Informed Responsive Care @ 4H Acres on 4/18/18
- Preschool billing training from PCG and NYSED on 4/23/18 (Deb, Denise, Barb and Linda)
- Denise Brown participated in the Preschool Medicaid 101 Webinar on 4/27/18
- Staff attended LGBTQ Training on either 4/6/18 or 4/19/18
- Available staff attended POD Training on 4/25/18

Division Managers

Deb Thomas:

- Attended Senior Leadership Meeting on 4/18/18
- Met with Frank Kruppa for CSCN program meeting 4/19/18 & 4/30/18
- Attended the Board of Health Meeting 4/24/18
- NYS Systemic Improvement Plan Group Planning meeting 4/19/18
- Phone conference for the NYS Systemic Improvement Plan for Early Intervention on 4/20/18
- S2AY Network meeting in Penn Yan 4/3/18
- Regional Early Childhood Meeting in Penn Yan 4/13/18
- Meeting with Ithaca City School District on Transition Planning 4/16/18
- Viewed a Medicaid Redesign for Children's Health Homes 4/24/18
- Attended the Regional EI Meeting in Albany 4/25/18
- Attended the CPSE Chairs meeting on 4/20/18

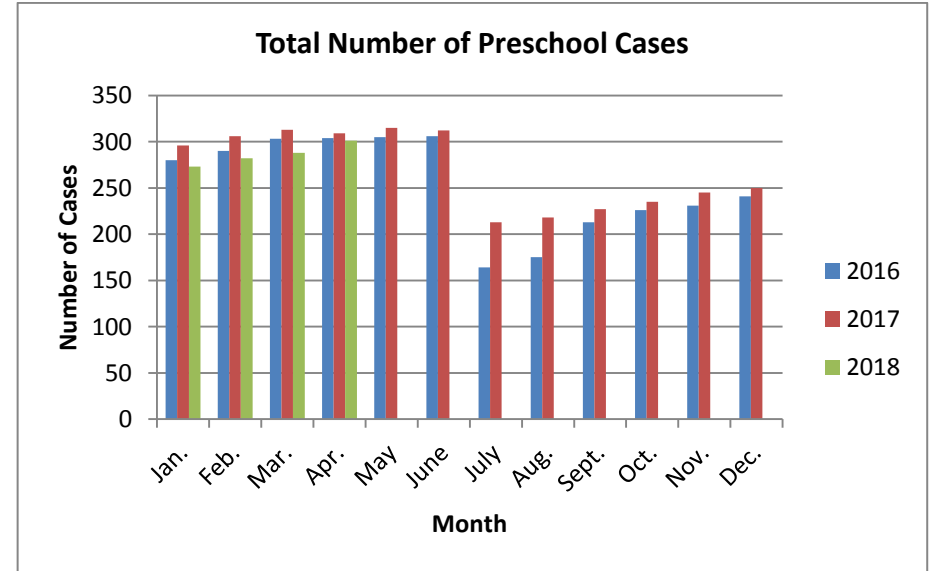
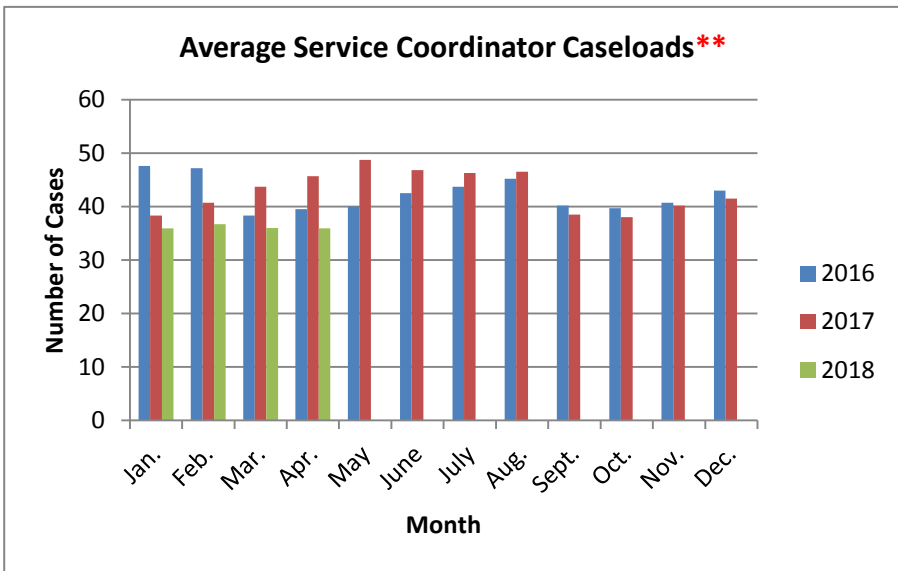
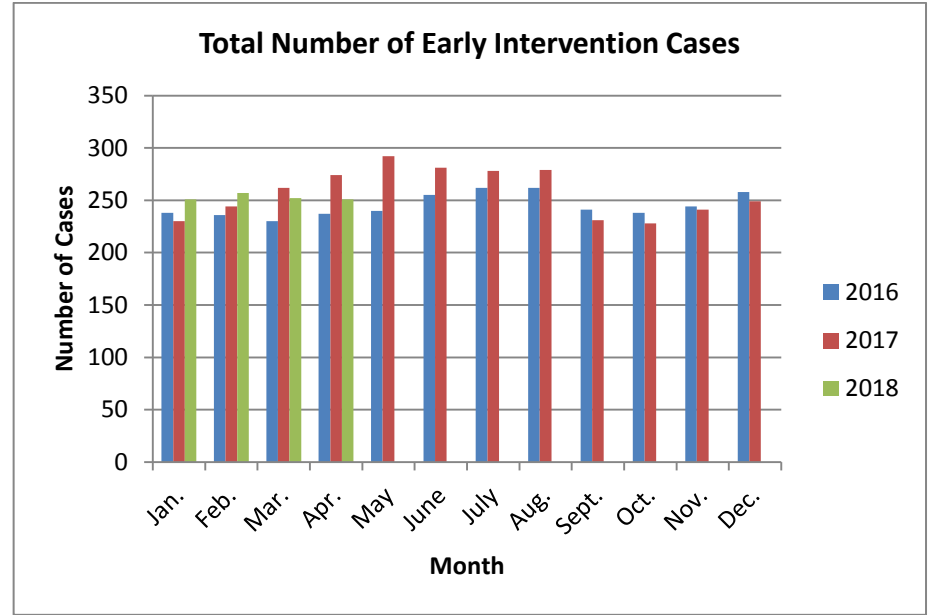
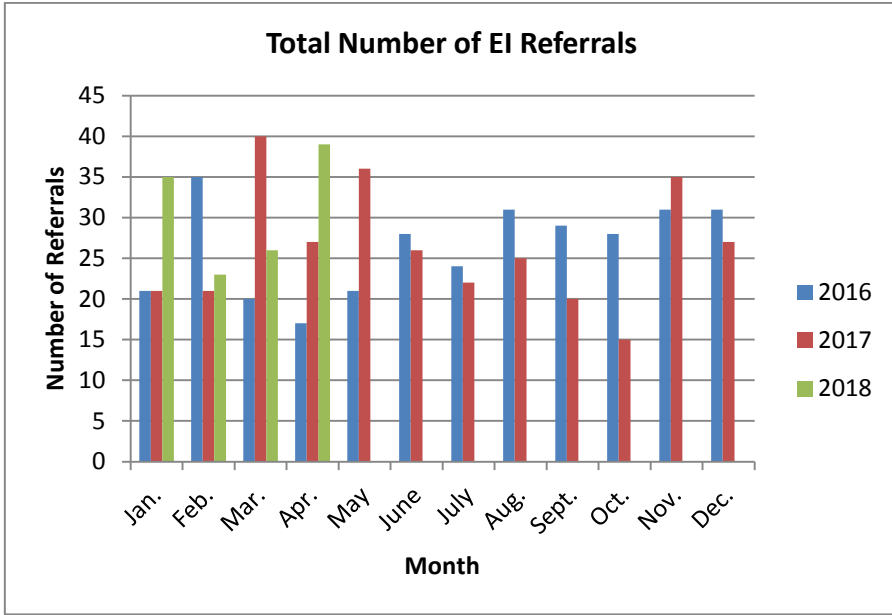
Cindy LaLonde:

- NYS Systemic Improvement Plan Group Planning meeting 4/19/18
- Phone conference for the NYS Systemic Improvement Plan for Early Intervention on 4/20/18

Other:

- All Staff participated in the Emergency Point of Dispensing Drill on 4/26/18
- Software progress continues with forms building for or iCentral software for the EI program. Form building by Tompkins County is almost complete and hardware pilot is planned for a laptop and smart phone as a mobile hotspot will be trialed.
- Preschool billing staff, Deb Thomas and Frank Kruppa participated in a Conference call with Office of Medicaid Inspector General (OMIG) on 4/30/18 to start an audit of Preschool Medicaid billing claims. Must be completed by May 30th.

Children with Special Care Needs Division Statistics Based on Calendar Year



**** Average Service Coordinator Caseloads showing decrease due to increase in fully oriented Ongoing Service Coordinators**

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Number of Program Referrals	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
Initial Concern/reason for referral:														
-- DSS Founded Case	4	1	1	1									7	13
-- Gestational Age				1									1	15
-- Gestational Age/Gross Motor													0	0
-- Cognitive Delay													0	1
-- Global Delays													0	4
-- Hearing													0	1
-- Physical													0	0
-- Feeding	2		2	3									7	19
-- Feeding & Gross Motor													0	0
-- Feeding & Social Emotional													0	0
-- Gross Motor	6	4	6	7									23	74
-- Gross Motor & Feeding			1	1									2	1
-- Gross Motor & Fine Motor	2												2	0
-- Gross Motor & Social Emotional													0	1
-- Fine Motor				1									1	1
-- Fine Motor & Cognitive													0	0
-- Social Emotional		1											1	11
-- Social Emotional & Adaptive													0	0
-- Speech	12	14	14	21									61	155
-- Speech & Feeding	1			1									2	3
-- Speech & Fine Motor													0	2
-- Speech & Gross Motor	1	1	1	2									5	3
-- Speech & Sensory			1										1	0
-- Speech & Social Emotional	1	2		1									4	3
-- Adaptive													0	0
-- Adaptive/Sensory	3												3	3
-- Adaptive/Fine Motor													0	0
-- Qualifying Congenital / Medical Diagnosis	1												1	0
-- Child Find (At Risk)	2												2	0
Total Number of Early Intervention Referrals	35	23	26	39	0	0	0	0	0	0	0	0	123	310

Caseloads	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
Total # of clients qualified and receiving svcs	214	225	219	201										
Total # of clients pending intake/qualification	37	32	33	50										
Total # qualified and pending	251	257	252	251										
Average # of Cases per Service Coordinator	35.9	36.7	36.0	35.9	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Family/Client visits	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- Intake visits	22	27	17	34									100	276
-- IFSP Meetings	48	35	39	45									167	479
-- Amendments	16	21	8	29									74	179
-- Core Evaluations	23	19	20	21									83	237
-- Supplemental Evaluations	7	9	6	11									33	80
-- DSS Visit	0	0	0	0									0	1
-- EIOD visits	3	3	1	2									9	36
-- Observation Visits	54	25	40	65									184	553
-- CPSE meetings	7	12	6	5									30	80
-- Program Visit	0	0	2	0									2	10
-- Family Training/Team Meetings	0	0	2	0									2	7
-- Transition meetings	15	15	13	6									49	118
-- Safe Care Visits	0	0	0	0									0	31
-- Other Visits	4	0	0	0									4	32
IFSPs and Amendments														
# of Individualized Family Service Plans Completed	48	35	39	45									167	479
# of Amendments to IFSPs Completed	31	35	15	34									115	238
Services and Evaluations Pending & Completed														
Children with Services Pending														
-- Audiological	1	0	2	0										
-- Feeding	0	0	0	0										
-- Nutrition	0	0	1	0										
-- Occupational Therapy	1	1	1	1										
-- Physical Therapy	2	1	4	2										
-- Social Work	1	1	0	1										
-- Special Education	0	0	0	1										
-- Speech Therapy	0	1	2	4										
# of Supplemental Evaluations Pending	11	5	14	12										
Type:														
-- Audiological	4	3	6	5										
-- Developmental Pediatrician	1	0	0	0										
-- Diagnostic Psychological	0	0	0	0										
-- Feeding	1	1	1	2										
-- Physical Therapy	0	0	2	0										
-- Speech	2	0	4	3										
-- Occupational Therapy	3	1	1	2										
-- Vision	0	0	0	0										
-- Other	0	0	0	0										

Children with Special Care Needs Division
Statistical Highlights 2018

EARLY INTERVENTION PROGRAM

Services and Evaluations Pending & Completed (continued)	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
# of Supplemental Evaluations Completed	12	17	7	16	0	0	0	0	0	0	0	0	52	123
Type:														
-- Audiological	3	6	2	5										36
-- Diagnostic Psychological	1	1	1	1										2
-- Developmental Pediatrician	1	1	0	0										1
-- Feeding	0	1	2	0										14
-- Occupational Therapy	3	6	1	2										27
-- Physical Therapy	2	0	0	1										14
-- Speech Therapy	2	2	1	7										29
-- Vision	0	0	0	0										0
-- Other	0	0	0	0										0
Diagnosed Conditions														
Autism Spectrum														
-- Children currently diagnosed:	2	3	3	2										
-- Children currently suspect:	12	13	23	13										
Children with 'Other' Diagnosis														
-- Agenesis of Corpus Collosum	1	1	1	1										
-- Agenesis of Pectoral Muscle	1	1	1	1										
-- Apraxia	0	1	0	0										
-- Athrogyriposis	0	1	1	1										
-- Brain Anomalies	1	1	0	0										
-- Cardiac Anomaly	2	2	1	1										
-- Cerebral Palsy (CP)	2	2	3	2										
-- Chromosome Abnormality	3	2	1	2										
-- Cleft Lip/Palate	6	6	4	3										
-- Crouzon Syndrome	1	1	1	1										
-- DiGeorge Syndrome	1	1	1	1										
-- Down Syndrome	5	5	5	5										
-- Ectrodactyly	1	1	1	1										
-- Failure to Thrive	2	1	0	0										
-- Feeding Difficulties	12	9	9	26										
-- GERD	2	2	0	2										
-- Hearing Loss	3	6	5	5										
-- Hydrocephalus	1	1	1	1										
-- Hydronephrosis	1	1	1	0										
-- Hypotonia	2	1	0	2										
-- Intrauterine Stroke	1	0	0	1										
-- Macrocephaly	2	2	1	1										
-- Malabsorption	1	1	1	1										
-- Microcephaly	2	2	1	1										
-- Noonan's Syndrome	0	1	1	0										
-- Osteogenesis Imperfecta	0	0	0	1										
-- Plagiocephaly	4	4	1	1										
-- Prematurity	11	13	12	17										
-- Pyriform Aperture Stenosis w/ Hard Palate Cleft	1	1	1	1										
-- Reduction of Upper Limb	1	1	1	1										
-- Seizure Disorder	0	0	0	1										
-- Selective Mutism	1	1	1	1										
-- Spina Bifida	1	1	1	1										
-- Torticollis	8	5	1	2										

**Children with Special Care Needs Division
Statistical Highlights 2018**

EARLY INTERVENTION PROGRAM

Early Intervention Discharges	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- To CPSE	3	0	0	0									3	84
-- Aged out	0	2	0	0									2	5
-- Declined	6	4	5	3									18	51
-- Skilled out	2	3	8	5									18	35
-- Moved	1	0	4	0									5	31
-- Not Eligible	8	11	6	8									33	63
-- Other	2	2	2	1									7	21
Total Number of Discharges	22	22	25	17	0	0	0	0	0	0	0	0	86	290

Child Find	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Total # of Referrals	2	0	0	1									3	5
Total # of Children in Child Find	5	4	4	5										
Total # Transferred to Early Intervention	1	0	0	2									3	3
Total # of Discharges	1	0	0	0									1	7

Children with Special Care Needs Division
Statistical Highlights 2018

PRESCHOOL SPECIAL EDUCATION PROGRAM

Clients Qualified and Receiving Services	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
Children per School District														
-- Ithaca	131	136	138	147										
-- Dryden	48	48	48	47										
-- Groton	20	21	21	22										
-- Homer	1	1	1	1										
-- Lansing	24	27	27	28										
-- Newfield	27	27	29	31										
-- Trumansburg	17	17	19	20										
-- Spencer VanEtten	2	2	2	2										
-- Newark Valley	1	1	1	1										
-- Odessa-Montour	2	2	2	2										
-- Candor	0	0	0	0										
-- Moravia	0	0	0	0										
-- Cortland	0	0	0	0										
Total # of Qualified and Receiving Services	273	282	288	301	0	0	0	0	0	0	0	0		

Services Provided	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec		
Services /Authorized by Discipline														
-- Speech Therapy (individual)	171	176	182	191										
-- Speech Therapy (group)	15	15	16	19										
-- Occupational Therapy (individual)	51	50	52	59										
-- Occupational Therapy (group)	3	3	3	3										
-- Physical Therapy (individual)	31	29	32	34										
-- Physical Therapy (group)	3	4	4	5										
-- Transportation														
-- Birnie Bus	26	26	27	27										
-- Ithaca City School District	42	41	41	41										
-- Parent	1	2	2	2										
-- Service Coordination	31	33	35	37										
-- Counseling (individual)	42	45	46	52										
-- Counseling (group)	0	0	0	0										
-- 1:1 (Tuition Program) Aide	7	8	8	8										
-- Special Education Itinerate Teacher	19	20	21	23										
-- Parent Counseling	34	35	36	38										
-- Program Aide	1	1	1	1										
-- Teaching Assistant	1	1	1	1										
-- ASL Interpreter	0	0	0	0										
-- Audiological Services	4	5	4	5										
-- Teacher of the Deaf	3	3	3	3										
-- Auditory Verbal Therapy	0	0	0	0										
-- Teacher of the Visually Impaired	0	0	0	0										
-- Nutrition	9	10	10	12										
-- Assistive Technology Services	0	1	1	4										
-- Skilled Nursing	0	0	0	0										
-- Vision	0	0	0	1										
Total # of children rcvg. home based related svcs.	204	213	218	231										

**Children with Special Care Needs Division
Statistical Highlights 2018**

PRESCHOOL SPECIAL EDUCATION PROGRAM

Number of Children Served Per School District Attending Tuition Based Programs	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- Ithaca	42	42	42	42										
-- Cortland	0	0	0	0										
-- Dryden	15	15	15	15										
-- Groton	3	3	3	3										
-- Lansing	3	3	3	3										
-- Newfield	4	4	4	4										
-- Trumansburg	2	2	3	3										
-- Odessa-Montour	0	0	0	0										
-- Spencer VanEtten	0	0	0	0										
-- Moravia	0	0	0	0										
-- # attending Franziska Racker Centers	42	41	42	43										
-- # attending Ithaca City School District	27	28	28	27										
Total # attending Special Ed Integrated Tuition Progr.	69	69	70	70	0	0	0	0	0	0	0	0		

Municipal Representation Committee on Preschool Special Education	Jan	Feb	March	April	May	June	July	Aug	Sept	Oct	Nov	Dec	2018 Totals	2017 Totals
-- Ithaca	18	18	17	25									78	185
-- Candor	0	0	0	0									0	2
-- Dryden	10	11	8	7									36	72
-- Groton	1	2	1	0									4	21
-- Lansing	0	1	1	0									2	19
-- Newark Valley	0	0	0	0									0	0
-- Newfield	2	5	2	1									10	23
-- Odessa	0	0	0	0									0	0
--Trumansburg	0	0	1	1									2	11

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkinscountyny.gov>

Ph: (607) 274-6688
Fx: (607) 274-6695

ENVIRONMENTAL HEALTH HIGHLIGHTS

April 2018

Outreach and Division News

Ithaca Falls: In mid-April, Tompkins County Legislator Mike Sigler requested information regarding lead contamination at Ithaca Falls after an article in the *Ithaca Voice* that reported “toxic” levels of lead at the falls. Environmental Health staff contacted the New York State Department of Health (NYSDOH) and the City of Ithaca. Soil and chunks of ice/erosion brought material off the gorge walls this winter. Samples were collected by the Environmental Protection Agency (EPA) in November 2017. Samples collected by the New York State Department of Environmental Conservation (NYSDEC) in March 2018 indicated lead contamination on and below the trail at the base of the cliff face. Test results in some locations were very high. NYSDOH, NYSDEC and the City discussed the situation. The EPA is the lead agency on the site and they were also contacted.

EPA activated their contractor to obtain equipment and supplies to cover the material as an interim measure until more permanent removal could occur. EPA spread two loads of clean river stone (large 3 inch stone, compacted) over the area where lead-impacted soils were detected. The stone layer will serve as a temporary buffer to prevent contact between the public and lead-impacted soils.

In addition, erosion booms were placed at the foot of the gorge wall to prevent erosion onto the gorge floor from drainage ways. EPA ordered 100 linear feet of the erosion booms. Additional warning signs were also put up.

A long-term plan is currently being developed by the EPA.

Dryden Public Water Supply – Replacement Water Storage Tank Approved: After years of work, the New York State Department of Health and the Tompkins County Health Department approved the replacement water storage tank for the tank on the TC3 Campus. The old tank was a concrete reservoir covered by a Butler building that had to be manually inspected to ensure no vermin entered the reservoir. This is part of the drinking water improvement project that includes replacement of a second water storage tank and two new wells to remediate the Village’s arsenic Maximum Contaminant Level (MCL) violation.

Point of Dispensing (POD) Drill: Skip Parr was the POD manager for a very well-run POD drill on April 26. The exercise involved a hepatitis A exposure scenario where a POD was set up at TC3 to demonstrate TCHD’s ability to respond. The drill involved most of the Environmental Health staff in various roles including Scott Freyburger, Rene Borgella, Mik Kern, Cynthia Mosher, Janice Koski, Becky Sims, Brenda Coyle, Caitlin Feller, Joel Scogin, Anne Wildman and Kristee Morgan. Staff that did not participate maintained coverage at the Health Department.

Harmful Algal Bloom (HAB) Regional Summit: Liz Cameron is on the Steering Committee for both the Owasco Lake and the Cayuga Lake HAB Steering Committees. On April 16, she participated in the meetings for both steering committees in Auburn. The purpose of the meetings was to provide an update on activities and to discuss the draft action plan and recommended actions for HABs in both lakes. The action plans were to be developed by NYSDEC after the meetings. The plans are expected to be available for public review sometime in June.

Public Forum on Water and Community: Scott Freyburger represented the Health Department at the Community Science Institute's public forum, *Water and Community*, on Saturday, April 14th, from 1:00 PM – 3:30 PM. The forum covered HABs and non-point source pollution in the Finger Lakes and discussed strategies for addressing the threat.

Training:

Janice Koski and Kristee Morgan attended Foodborne Outbreak Training on April 11th.

Janice Koski, Scott Freyburger, Becky Sims, Anne Wildman, Joel Scogin, Chris Laverack, Rene Borgella and Cynthia Mosher attended LGBTQ training.

Tobacco Control Program:

During the 2017-18 grant contract year, EH conducted a total of 133 tobacco compliance checks at 64 retailers throughout the County related to the enforcement of the Adolescent Tobacco Use Prevention Act (ATUPA). Included in that number were 69 compliance checks with a minor who attempted to buy tobacco at our regulated facilities while operating under the oversight of a Sanitarian. As a result of these minor compliance checks, there was one sale to a minor with an assessment of fines totaling \$550. We also had 2 Clean Indoor Air Act (CIAA) complaints during the year which have been investigated and resolved.

Rabies Control Program

There were no confirmed cases of rabies in Tompkins County during April 2018.

The Rabies Program utilized Facebook to promote the Spring Rabies Clinics, as well as other rabies-related information including bat remediation, avoiding contact with wildlife, and preventing dog bites. Several posts were “boosted” to increase the exposure of the message to members of the community. The first boosted post for the rabies clinics reached over 2,500, had 39 “shares” by other Facebook accounts, and generated 17 clicks on the link to pre-register pets for the clinics. Over 100 pets were pre-registered for the five May clinics scheduled in the towns of Lansing, Danby, Dryden, Enfield, and Ithaca. Additional posts regarding bat interactions will be boosted in the month of May.

Key Data Overview				
	This Month	YTD 2018	YTD 2017	TOTAL 2017
Bites¹	21	70	79	275
Non Bites²	1	20	18	203
Referrals to Other Counties	3	7	8	22
Submissions to the Rabies Lab	8	35	41	218
Human Post-Ex Treatments	3	16	8	140
Unvaccinated Pets 6-Month Quarantined³	0	1	0	0
Unvaccinated Pets Destroyed⁴	0	0	0	1
Rabid Animals (Laboratory Confirmed)	0	2	1	13

¹“Bites” include all reported bites inflicted by mammals and any other wounds received while saliva is present.

²“Non-bites” include human exposures to saliva of potentially rabid animals. This also includes bats in rooms with sleeping people or young children where the bat was unavailable for testing.

³When an otherwise healthy, unvaccinated pet has contact with a rabid animal, or suspect rabid animal, that pet must be quarantined for 6 months or euthanized. Quarantine must occur in a TCHD-approved facility (such as a kennel) at the owner’s expense. If the pet is still healthy at the end of 6 months, the exposure did not result in rabies and the pet is released.

⁴ Pets must be euthanized if they are unvaccinated and have been in contact with a rabid or suspect rabid animal and begin to display signs consistent with rabies. Alternatively, a pet is euthanized if a prescribed 6-month quarantine cannot be performed or the owners elect euthanasia instead of quarantine.

Reports by Animal Type												
	Bites				Animals sent to the NYS Rabies Laboratory				Rabid Animals			
	Mo	YTD 2018	YTD 2017	Total 2017	By TCHD	By Cornell	Totals		Mo	YTD 2018	YTD 2017	Total 2017
							Mo	YTD				
Cat	6	23	32	108	1	0	1	5	0	0	0	1
Dog	13	41	45	146	0	0	0	3	0	0	0	0
Cattle	0	0	0	0	0	1	1	1	0	0	0	0
Horse/Mule	0	0	0	0	0	0	0	0	0	0	0	0
Sheep/Goat	0	0	0	1	0	0	0	0	0	0	0	0
Domestic	0	0	0	2	0	0	0	0	0	0	0	0
Raccoon	0	0	1	2	1	0	1	1	0	0	1	4
Bats	0	1	0	9	3	0	3	18	0	0	0	5
Skunks	1	2	0	0	0	1	1	2	0	1	0	0
Foxes	0	1	1	4	0	0	0	2	0	1	0	3
Other Wild	1	2	0	3	0	1	1	3	0	0	0	0
Totals	21	70	79	275	5	3	8	35	0	2	1	13

Food Program

The results of food service establishment inspections conducted in Tompkins County can be viewed directly on the Environmental Health website (<http://www.tompkinscountyny.gov/health/eh/food/index>). Inspections can be sorted to meet the needs of the viewer (by facility, date, etc.) by clicking on the column heading of interest. This is a valuable tool for easily providing information to the public.

Routine facility inspections are conducted to protect public health. The inspections are made without advance notice to ensure that food processes are adequate, safe, and meet code requirements. It is important to keep in mind that inspections are only a "snapshot" in the entire year of a facility's operation and they are not always reflective of the day-to-day operations and overall condition of the operation.

The following inspections were conducted with no critical violation(s) noted:

- | | |
|--------------------------------------|---|
| Café Gola, C-Ithaca | ICSD – Lehman Alternative Comm School, C-Ithaca |
| Crossroads Bar & Grill, T-Lansing | Jimmy John's Gourmet Sandwiches, C-Ithaca |
| CU – Cook House Dining, C-Ithaca | Just a Taste Wine & Tapas Bar, C-Ithaca |
| CU - Flora Rose Dining, C-Ithaca | Manndible Café, C-Ithaca |
| CU - Keeton House Dining, C-Ithaca | McGraw House, C-Ithaca |
| CU – Robert Purcell Dining, C-Ithaca | Mehak Cuisine, C-Ithaca |
| Dougs Fish Fry, Throughout Tompkins | Miyake Japanese Restaurant, C-Ithaca |
| Easy Wok, V-Lansing | New York Garden, V-Groton |
| Firehouse Subs, C-Ithaca | Northstar House, C-Ithaca |
| Gangnam Station, C-Ithaca | Pizza Hut, V-Lansing |
| Hazelnut Kitchen, V-Trumansburg | Statler Hotel - Terrace Dining, C-Ithaca |
| IC – Towers Dining Hall, T-Ithaca | |
| ICSD – Ithaca High School, C-Ithaca | |

The Hazard Analysis Critical Control Point (HACCP) Inspection is an opportunity for the establishment to have the health department review food processes in the facility to make sure that all potential hazards are identified and to assure that the best food safety practices are being used.

No HAACP inspections were conducted this month.

Re-Inspections are conducted at any establishments that had a critical violation(s) to ensure that inadequate or unsafe processes in a facility have been corrected.

The following re-inspections were conducted with no violations noted:

CU – Vet School Café, T-Ithaca
 Calios Ithaca, C-Ithaca
 Dunkin Donuts, V-Dryden
 Easy Wok, V-Lansing

IC – Terrace Dining Hall, T-Ithaca
 Pontillo's Pizzeria, V-Groton
 SUMO Japanese Steakhouse & Sushi, V-Lansing

Critical violations may involve one or more of the following: the condition of food (e.g. food that may be at improper temperatures on delivery or damaged by rodents), improper food cooking and storage temperatures (e.g. food cooked to and/or held at improper temperatures), improper food preparation practices (e.g. preparing ready-to-eat foods with bare hands), and water and/or sewage issues (e.g. low disinfection levels in the water system). These critical violations relate directly to factors that could lead to food related illness.

Critical Violations were found at the following establishments:

Spring Buffet, C-Ithaca

Potentially hazardous foods were not kept at or above 140°F during hot holding. Products in hot holding were observed to be at 105-110°F. The products were removed from service and rapidly reheated to 165°F or above before use.

Taste of Thai, C-Ithaca

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a refrigerated storage unit was observed to be at 50°F. The product was discarded by the operator during the inspection.

Corelife Eatery, C-Ithaca

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding for customer service was observed to be at 100-129°F in various locations. Products were removed from service and rapidly reheated to 165°F or above before use.

Enough hot holding equipment was not maintained so that potentially hazardous foods are held at 140°F. Products in a hot holding unit were observed to be 126-127°F. The hot holding unit was observed to not be functioning effectively. The product was discarded during the inspection. On a re-inspection products in hot holding were observed to be at 129-136°F. The products were reheated to 165° or above. The facility will go to Board of Health for enforcement.

Taste of Thai Express, C-Ithaca

Food workers did not use proper utensils to eliminate bare hand contact with prepared foods. The product was discarded during the inspection.

All poultry were not heated to 165°F or above. Poultry that had just been cooked was observed to be at 98°F. The product was rapidly reheated to 165°F.

IC – Terrace Dining Hall, T-Ithaca

Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 120°F. The product was discarded during the inspection.

Hope's Events & Catering, V-Cayuga Heights

Potentially hazardous foods were not kept at or below 45°F during cold holding. Product out for customer service was observed to be at 53°F. The product was discarded by the operator during the inspection. This was a repeat violation, Board of Health action will be taken.

Casablanca Mediterranean Cuisine & Pizzeria, C-Ithaca

Potentially hazardous foods were not stored under refrigeration. Product for customer service was observed to be at 71-78°F. The facility operates with a waiver for time as a public health control and was not adhering to the terms of the waiver at the time of the inspection. Temperature and time log sheets were completed during the inspection.

Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept below 45°F. Product in a refrigerated storage unit was observed to be at 53-57°F. Products were moved to functioning refrigerated storage to be rapidly chilled to 45°F or less before use.

Statler Hotel -Banfi's, C-Ithaca

Potentially hazardous foods were not kept at 140°F or above during hot holding. Products in separate hot holding units were observed to be at 125°F and 123-133°F. The products were rapidly reheated to 165°F or higher before use.

Purity Ice Cream Company, C-Ithaca

Cracked/dirty fresh eggs were observed in the facility. The product was discarded and storage area cleaned.

Food was adulterated on premises. Product in a refrigerated storage unit was observed to be adulterated by mold.

Food workers did not use proper utensils to prevent bare hand contact with ready to eat foods.

Temporary Food Service Operation Permits are issued for single events at one location. The Food Protection Program ***issued 36 temporary permits.***

Temporary food operation inspections are conducted to protect public health. The inspections are made without advance notice to ensure that the food processes at the event are adequate, safe, and meet code requirements. The operation must correct Critical Violations during the inspection. When a Temporary Food Operation has Critical Violation/s, a re-inspection is conducted when the event is longer than one day.

The following inspections were conducted with no violation(s) noted:

Coalition for Healthy School Food Annual Benefit, C-Ithaca
 Cornell Asian Pacific Americans for Action – Spa Night, C-Ithaca
 Cornell Hawaii Club – Cornell Hawaii Luau, C-Ithaca
 Cornell Japan-US Students Association 2018 Noodle Night, C-Ithaca
 Cornell Lambda Phi Epsilon Tour of Asia, C-Ithaca
 Cornell Minds Matter – The S Word Screening, C-Ithaca
 Cornell Thai Association 2018 Thai Fest, C-Ithaca
 Cornell University – Procrastinate at the Straight, C-Ithaca

Critical Violations were found at the following establishments:**Cornell University Microbiology Association – Multicultural Fermented Food Tasting, C-Ithaca**

Potentially hazardous foods were held at an improper temperature. Product for customer service was observed to be at 50-54°F. Product was discarded during the inspection.

Cornell Korean Students Association – Korean Culture Night, C-Ithaca

Potentially hazardous foods were held at an improper temperature. Product in hot holding for customer service was observed to be at 136°F. Temperature logs had been kept for the product and remaining noodles were to be discarded by 9:00 p.m.

Pre-Operational inspections are conducted, following a thorough review of proposed plans, at new or extensively remodeled facilities to ensure code compliance prior to opening to the public.

The following pre-operational inspections were conducted:

Bickering Twins, C-Ithaca
On the Street, T-Danby
Salt Point Brewing Company, T-Lansing
Sopoong, C-Ithaca

Plans Approved:

Maru Ramen, C-Ithaca
On the Street, T-Danby

New Permits Issued:

Bickering Twins, C-Ithaca
On the Street, T-Danby
Salt Point Brewing Company, T-Lansing
Sopoong, C-Ithaca

*The Food Protection Program **received and investigated five complaints** related to issues and/or problems at permitted food service establishments.*

Engineering Plans Received

- OWTS Plan for System designed at 500-999 GPD, Bright Raven Farm, Town of Ulysses
- OWTS Plan for System designed at 500-999 GPD, Town of Caroline
- Public Water System, Old 76 Slaughterhouse, Town of Caroline
- Public Water System, Bright Raven Farm, Town of Ulysses
- Public Water System, On The Street, Town of Ithaca

Two plans for cross-connection were received this month.

Problem Alerts/Emergency Responses

On April 2nd, a boil water order (BWO) was issued to North Applegate Apartment, T- Enfield, due to no water pressure. Pressure and chlorine residual was restored on April 3rd. The BWO was released on April 25th after satisfactory sampling results were received by the Division.

Childhood Lead Program

CHILDHOOD LEAD PROGRAM	MONTH	YTD 2018	YTD 2017	TOTAL 2017
A: Active Cases (total referrals):				
A1: # of Children w/ BLL>19.9ug/dl	0	0	0	1
A2: # of Children w/ BLL 10-19.9ug/dl	0	0	1	3
B: Total Environmental Inspections:				
B1: Due to A1	0	0	0	1
B2: Due to A2	0	0	1	3
C: Hazards Found:				
C1: Due to B1	0	0	0	1
C2: Due to B2	0	0	1	3
D: Abatements Completed:	0	0	0	0
E: Environmental Lead Assessment Sent:	0	0	1	2
F: Interim Controls Completed:	0	0	0	0
G: Complaints/Service Requests (w/o medical referral):	0	12	18	56
H: Samples Collected for Lab Analysis:				
- Paint	0	0	1	2
- Drinking Water	0	0	0	0
- Soil	0	0	0	2
- XRF	0	0	1	3
- Dust Wipes	0	0	2	5
- Other	0	0	0	1

Summary of Open BOH Enforcement Actions:

Date of BOH Action	Facility	Owner/ Operator	Basis for Action	Penalty Assessed	Next BOH Order Deadline	Status
4/24/18	Casper's	Kevin Griffin	Food Service Establishment – Violation of Board of Health Orders	\$500	Payment due by 6/15/18.	Monitoring Compliance
4/24/18	Pete's Grocery & Deli	Tim Ciaschi	Sale of Tobacco to a Minor	\$550	Payment due by 6/15/18.	Monitoring Compliance
3/29/18	Sicilian Delight Pizzeria	Frank Crocilla	Food Service Establishment – Repeat Violations	\$400	Payment due by 5/15/18.	Monitoring Compliance
3/29/18	111 Patchen Court	Kevin Jacobs	Construction of a Sewage System without a Permit	\$400	Payment due by 5/15/18.	Monitoring Compliance
2/27/18	Glenwood Apartments	Pam Hutchings	Public Water System Violations – Modification of Systems w/o approval	\$1450 (Suspended pending compliance)	Submit Engineer's Certification by 5/31/18.	Monitoring Compliance
2/27/18	Ulysses WD #3	Town of Ulysses	Prior Public Water System Violations – Disinfection Byproducts	N/A	Submission of quarterly compliance reports for 1 year.	Monitoring Compliance
1/23/18	Taste of Thai	Angsana Pancharoen	Food Service Establishment - Violation of Board of Health Orders	\$1,200 (\$1,000 paid-payment plan established)	Awaiting copies of food safety certificates. Payment of \$200 due 5/31/18.	Monitoring Compliance
1/23/18	Tamarind	Sadudee Pancharoen	Food Service Establishment - Violation of Board of Health Orders	\$800 (\$700 paid-payment plan established)	Awaiting copies of food safety certificates. Payment of \$100 due 5/31/18.	Monitoring Compliance
5/23/17	Hope's Events and Catering	Hope Rich	Food Service Establishment - Operating without a Permit	\$400 (\$100 paid-payment plan established)	Final Payment due 5/14/18.	Monitoring Compliance
10/25/16	City of Ithaca WTP	City of Ithaca	Public Water System Violations – Maximum Contaminant Level exceedances	\$500 (Paid)	NA	Monitoring Compliance
12/11/12	Village of Dryden PWS	Village of Dryden	Public Water System Violations – Arsenic and Storage Tank Replacement	N/A	Complete New TC3 and Ferguson Road Water Storage Tanks by 9/1/18.	Monitoring Compliance



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

CERTIFIED, REGULAR, & ELECTRONIC MAIL

April 18, 2018

Sungyoon Hwang
Big Ko Ko Inc.
321 College Avenue
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0012
Ko Ko Restaurant, Food Service Establishment, C-Ithaca**

Dear Sungyoon Hwang:

Thank you for signing the Stipulation Agreement on April 11, 2018, for Ko Ko Restaurant.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 22, 2018**. You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,

C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosures – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Ko Ko Restaurant\Draft Resolution 18-0012.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Mike Niechwiadowicz, Ithaca Building Department; Mayor Svante Myrick; Richard John, TC Legislature; TCHD:
Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip
Parr; Brenda Coyle
scan: Signed copy to Accela

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

DRAFT RESOLUTION # 18-0012 FOR

**Ko Ko Restaurant
Big Ko Ko Inc./Sungyoon Hwang, Owner/Operator
321 College Avenue
Ithaca, NY 14850**

Whereas, an owner/operator of a Food Service Establishment must comply with the regulations established under Subpart 14-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to store potentially hazardous foods at or above 45°F during cold holding; **and**

Whereas, on March 1, 2018, the Tompkins County Health Department (TCHD) observed approximately two pounds of meat dumplings and 20-30 single servings of kimichi dishes between temperatures of 59-60 °F; **and**

Whereas, on March 21, 2018, during a re-inspection, TCHD observed approximately two to three pounds of cooked chicken pieces at a temperature of 59°F. In addition, two critical violations were observed where potentially hazardous foods were not kept at or above 140°F during hot holding; **and**

Whereas, Sungyoon Hwang, Operator, signed a Stipulation Agreement with Public Health Director's Orders on April 11, 2018, agreeing that Ko Ko Restaurant violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Sungyoon Hwang, Operator, is ordered to:**

1. Pay a penalty of \$400 for these violations, due within 30 days notice. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



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RECEIVED

APR 13 2018

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

TOMPKINS COUNTY
HEALTH DEPARTMENT

Ph: (607) 274-6688
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STIPULATION AGREEMENT AND ORDERS # 18-0012

**Ko Ko Restaurant
Big Ko Ko Inc./Sungyoon Hwang, Owner/Operator
321 College Avenue
Ithaca, NY 14850**

I, Sungyoon Hwang, as a representative for Ko Ko Restaurant, agree that on March 1, 2018, and March 21, 2108, Ko Ko Restaurant was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to maintain potentially hazardous food at or below 45°F during cold holding.

I agree to pay a penalty not to exceed \$400 for these violations following adoption of a resolution by the Board of Health. (**Do not** submit penalty payment until notified by the Tompkins County Health Department.)

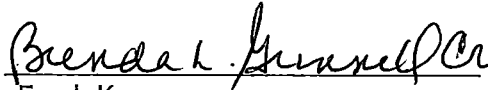
I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
2. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

I understand this agreement is offered as an alternative to a formal administrative hearing and that I am subject to further action if I fail to comply with the orders.

Signed:  Date: April 11, 2018

Sungyoon Hwang is hereby ordered to comply with these Orders of the Public Health Director.

Signed:  Date: 4/16/18
for Frank Kruppa
Public Health Director



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

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CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0012

**Ko Ko Restaurant
Sungyoon Hwang, Big Ko-Ko Inc., Operator
321 College Avenue
Ithaca, NY 14850**

March 2018

Date	Action
04/13/2018	Signed stipulation received by TCHD via mail.
04/06/2018	Stipulation agreement sent by TCHD to Ko Ko Restaurant. Office conference scheduled for April 19, 2018.
03/21/2018	Re-inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in cold holding were observed to be at 59°F. Potentially hazardous foods were not kept at or above 140°F during hot holding. Products in hot holding were observed to be at 83°F and 88°F.
03/01/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in cold holding were observed to be at 59-60°F. Enough refrigerated storage was not maintained so that potentially hazardous foods were kept below 45°F in storage. Products in a cold holding unit were observed to be at 59°F.
01/26/2018	Permit to Operate Ko Ko Restaurant issued.



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

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CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 3, 2018

Stephanie Holzbaur
Serendipity Catering, LLC.
950 Danby Road
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # # EH-ENF-18-0013
Serendipity Catering, Food Service Establishment, T-Ithaca**

Dear Stephanie Holzbaur:

Thank you for signing the Stipulation Agreement on April 23, 2018, for Serendipity Catering.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 22, 2018**. You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,

C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosures – Draft Resolution, Stipulation Agreement and Orders, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Serendipity\Draft Resolution 18-0013.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
CEO T-Ithaca; Supervisor T-Ithaca; Amanda Champion, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan; Skip Parr; Brenda Coyle
scan: Signed copy to Accela

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

DRAFT RESOLUTION # EH-ENF-18-0013 FOR

**Serendipity Catering, T-Ithaca
Serendipity Catering LLC, Stephanie Holzbaaur, Owner/Operator
950 Danby Road, T-Ithaca
Ithaca, NY 14850**

Whereas, the owner/operator of a Food Service Establishment must comply with the regulations established under Part 14-1 of the New York State Sanitary Code; **and**

Whereas, on March 8, 2018, the Tompkins County Health Department (TCHD) observed critical violations which included failure to maintain potentially hazardous food at or below 45°F during cold holding and failure to maintain enough refrigerated storage so that potentially hazardous foods were kept below 45°F in storage. Approximately six to eight portions of cooked chicken were observed in a sandwich unit of the café at temperatures between 50-51°F. In addition, a one pound block of cream cheese was observed in the bottom of a sandwich unit at a temperature of 64°F; **and**

Whereas, on March 30, 2018, the TCHD observed a repeat critical where roast beef, turkey breast and sliced cheddar cheese were observed at temperatures between 48°F and 53°F; **and**

Whereas, Stephanie Holzbaaur, Operator, signed a Stipulation Agreement with Public Health Director's Orders on April 23, 2018, agreeing that Serendipity Catering violated these provisions of the New York State Sanitary Code; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Stephanie Holzbaaur, Operator, is ordered to:**

1. Pay a penalty of \$400 for these violations, **due by July 13, 2018**. (**Do Not** submit penalty payment until notified by the TCHD); **and**
2. Maintain refrigerated storage so that potentially hazardous foods remain at or below 45°F during cold holding at all times, except smoked fish which shall remain at or below 38°F during cold holding; **and**
3. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



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APR 27 2018
TCHD

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
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Ph: (607) 274-6688
Fx: (607) 274-6695

STIPULATION AGREEMENT AND ORDERS # EH-ENF-18-0013

**Serendipity Catering, T-Ithaca
Serendipity Catering LLC, Stephanie Holzbour, Owner/Operator
950 Danby Road, T-Ithaca
Ithaca, NY 14850**

I, Stephanie Holzbour, as a representative for Serendipity Catering, agree that on March 8, 2018, and March 30, 2018, Serendipity Catering was in violation of Subpart 14-1 of the New York State Sanitary Code for failure to maintain potentially hazardous foods at or below 45°F during cold holding.

I agree to pay a penalty not to exceed \$400 for these violations following adoption of a resolution by the Board of Health. (**Do not** submit penalty payment until notified by the Tompkins County Health Department.)

I also agree to comply with the following Orders when signed by the Tompkins County Public Health Director:

1. Maintain refrigerated storage so that potentially hazardous foods remain at or below 45°F during cold holding at all times, except smoked fish which shall remain at or below 38°F during cold holding; **and**
2. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

I understand this agreement is offered as an alternative to a formal administrative hearing and that I am subject to further action if I fail to comply with the orders.

Signed: Stephanie Holzbour Date: 4/23/18

Stephanie Holzbour is hereby ordered to comply with these Orders of the Public Health Director.

Signed: Frank Kruppa Date: 5/1/18
Frank Kruppa
Public Health Director

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkinscountyny.gov/health/eh>

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Fx: (607) 274-6695

CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0013

Serendipity Catering, T-Ithaca
Serendipity Catering LLC, Stephanie Holzbaur, Owner/Operator
950 Danby Road, T-Ithaca
Ithaca, NY 14850

May 2018

Date	Action
04/27/2018	Signed stipulation agreement received by TCHD.
04/20/2018	TCHD sent Stipulation Agreement and Orders to Stephanie Holzbaur and set an office conference for May 4, 2018.
03/30/2018	Re-inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Products in cold holding were observed to be at 48-53°F. The product was rapidly chilled to 45°F or less. Item 5C cited on 3/8/18 was corrected.
03/08/2018	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in cold holding was observed to be at 50-51°F. The product was removed from service and rapidly chilled to 45°F or less before use. Potentially hazardous foods were not stored under refrigeration. Product in cold holding that had been out for service was observed to be at 64°F. The product was rapidly chilled to 45°F or less before use.
11/14/2017	Re-inspection by TCHD. Violations cited on 10/24/2017 were corrected, no violations were cited.
10/24/2017	Re-inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in cold holding was observed to be at 50°F. The product was discarded during the inspection. Potentially hazardous foods were not stored under refrigeration. Products were observed to be at 58°F and 62°F. Products were removed from service and rapidly chilled to 45°F or less before use. Violation cited on 9/19/17 was corrected.
09/19/2017	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in hot holding was observed to be at 112°F. The product was removed from service and rapidly reheated to 165°F or above.
03/20/2017	Inspection by TCHD. No violations cited.
11/28/2016	Re-inspection by TCHD. Violation cited on 10/12/2016 was corrected, no violations were cited.
10/12/2016	Inspection by TCHD. Violations: Potentially hazardous foods were not stored at or below 45°F in cold holding. Product in a refrigerated storage unit was observed to be at 69°F. The product was rapidly chilled to 45°F or less before

Inclusion Through Diversity

	use.
05/31/2016	Inspection by TCHD. No violations cited.
09/22/2015	Inspection by TCHD. No violations cited.
04/13/2015	Inspection by TCHD. No violations cited.
12/16/2014	Re-inspection by TCHD. Violation cited on 12/2/14 was corrected, no violations were cited.
12/02/2014	Inspection by TCHD. Violations: Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were stored below 45°F during cold holding. Product in a refrigerated storage unit was observed to be at 52°F.
07/15/2014	Inspection by TCHD. No violations cited.
10/04/2013	Inspection by TCHD. No violations cited.
09/03/2013	Preoperational inspection of Café space by TCHD. No violations cited.
04/06/2013	Inspection by TCHD. No violations cited.
04/01/2005	Permit to operate Serendipity Catering issued to Stephanie Holzbaur. Renewed annually.

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

CERTIFIED, REGULAR, & ELECTRONIC MAIL

May 3, 2018

Akhin Pancharoen
Taste of Thai Express Inc.
209 South Meadow Street
Ithaca, NY 14850

**Re: Tompkins County Board of Health Draft Resolution # EH-ENF-18-0015
Taste of Thai Express, Food Service Establishment, C-Ithaca**

Dear Akhin Pancharoen:

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 22, 2018**. On January 23, 2018, the Tompkins County Board of Health adopted Resolution EH-ENF-18-0004 requiring you to:

- Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage.
- Ensure that food workers use proper utensils to eliminate bare hand contact with cooked or prepared foods at all times.
- Maintain at least one employee on-site during the hours of operation who has successfully completed food safety training.
- Comply with all requirements of Subpart 14-1 of the New York State Sanitary Code (NYSSC).

On April 19, 2018, Tompkins County Health Department (TCHD) staff observed critical violations of Subpart 14-1 of the NYSSC including use of bare hands by a food worker preparing ready to eat foods and chicken was not cooked to 165°F or above without interruption in the cooking process. These are also violations of Board of Health Orders.

Please note that language included in this draft resolution may put the future renewal of your operating permit at risk should Taste of Thai Express continue to not comply with Board of Health Orders and be cited for critical violations of Subpart 14-1. It is recommended that you contact this office to set-up a meeting to discuss the requirements of the enclosed draft resolution and your facility's operations prior to the scheduled Board meeting.

Enclosed is a copy of the Draft Resolution that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 22, 2018**. You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,



C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosures – Draft Resolution, BOH Orders # EH-ENF-18-0004, and Case Summary

pc: F:\EH\FOOD (SF)\FSE (SF)\Facilities (SF-4)\Taste of Thai Express\Enforcement\2018\Draft Resolution 18-0015.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
Ithaca Building Department; Mayor Myrick C-Ithaca; Leslyn McBean-Clairborne, TC Legislature; TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Kristee Morgan, Skip Parr; Brenda Coyle
scan: Signed copy to Accela

DRAFT RESOLUTION # EH-ENF-18-0015 FOR

**Taste of Thai Express
Taste of Thai Express Inc., Akhin Pancharoen, Owner/Operator
209 South Meadow Street
Ithaca, NY 14850**

Whereas, the owner/operator of a Food Service Establishment must comply with the regulations established under Part 14-1 of the New York State Sanitary Code (NYSSC); **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to use proper utensils to eliminate bare hand contact with cooked or prepared foods; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to heat all parts of poultry, poultry stuffing, stuffed meats and stuffing containing meat to a temperature of 165°F or above with no interruption of the cooking process; **and**

Whereas, on January 23, 2018, the Tompkins County Board of Health adopted Resolution #EH- ENF-18-0004 requiring Taste of Thai Express to ensure that food workers use proper utensils to eliminate bare hand contact with cooked or prepared foods at all times and to Comply with all requirements of Subpart 14-1 of the NYSSC; **and**

Whereas, on April 19, 2018, the Tompkins County Health Department (TCHD) observed two critical violations of Subpart 14-1 of the NYSSC including the failure to eliminate bare hand contact and the failure to heat chicken to a temperature of 165°F or above; **and**

Whereas, Akhin Pancharoen, is informed that, if any of the Orders are not met from this day forth, the TCHD may not issue a subsequent permit to operate a food service establishment in Tompkins County for a period of three (3) years; **and**

Whereas, Taste of Thai Express Inc., Owner, violated these provisions of the New York State Sanitary Code and Board of Health Orders adopted on January 23, 2018; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Akhin Pancharoen, Operator, is ordered to:**

1. Pay a penalty of \$1,500 for these violations, **due by July 13, 2018**. (**Do Not** submit penalty payment until notified by the Tompkins County Health Department.); **and**
2. Ensure that food workers use proper utensils to eliminate bare hand contact with cooked or prepared foods at all times; **and**
3. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
4. Ensure that all parts of poultry, poultry stuffing, stuffed meats and stuffing containing meat are heated to a temperature of 165°F or above with no interruption of the cooking process; **and**

5. Maintain at least one employee on-site during hours of operation, who has successfully completed the food safety training. In the event that a trained employee separates from employment, another employee must successfully complete an approved food safety course within 90 days. Training certificates must be retained and made available during an inspection; **and**
6. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.



Your Partner for a Healthy Community

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
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RESOLUTION # EH-ENF-18-0004 FOR

**Taste of Thai Express
Taste of Thai Express Inc., Akhin Pancharoen, Owner/Operator
209 South Meadow Street
Ithaca, NY 14850**

Whereas, the owner/operator of a Food Service Establishment must comply with the regulations established under Part 14-1 of the New York State Sanitary Code; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods at a temperature of 45°F or below during cold holding; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to use proper utensils to eliminate bare hand contact with cooked or prepared foods; **and**

Whereas, it is a critical violation of Part 14-1 of the NYSSC to fail to maintain potentially hazardous foods at a temperature of 140°F or below during hot holding; **and**

Whereas, on September 27, 2017, the Tompkins County Board of Health adopted Resolution #EH-ENF-17-0026 requiring Taste of Thai Express to maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage, to ensure that food workers use proper utensils to eliminate bare hand contact with cooked or prepared foods at all times and to provide certificates by December 29, 2017, for at least two food service workers showing that they successfully completed a food safety training course; **and**

Whereas, on December 14, 2017, the Tompkins County Health Department (TCHD) observed multiple critical violations of Subpart 14-1 of the NYSSC including failure to maintain potentially hazardous food at or below 45°F during cold holding, failure to maintain an accurate thermometer, and failure to eliminate bare hand contact; **and**

Whereas, on December 14, 2017, the TCHD observed that an accurate probe thermometer was not available to measure food temperatures; **and**

Whereas, as of January 10, 2018, the TCHD has not received any certifications showing completion of food safety training for Taste of Thai Express employees; **and**

Whereas, Taste of Thai Express Inc., Owner, violated these provisions of the New York State Sanitary Code and Board of Health Orders adopted on September 27, 2017; **now therefore be it**

**Resolved, on recommendation of the Tompkins County Board of Health,
That Akhin Pancharoen, Operator, is ordered to:**

1. Pay a penalty of \$1600 for these violations, **due by March 15, 2018; and**
2. Ensure that food workers use proper utensils to eliminate bare hand contact with cooked or prepared foods at all times; **and**
3. Maintain all potentially hazardous food temperatures at or below 45°F or at or above 140°F at all times during hot holding, cold holding, and storage; **and**
4. Ensure that at least two food service workers attend and successfully complete a food safety training course approved by the TCHD. The certificates documenting successful completion of the course must be submitted to the TCHD by **March 15, 2018; and**
5. After March 15, 2018, maintain at least one employee on-site during hours of operation, who has successfully completed the food safety training. In the event that a trained employee separates from employment, another employee must successfully complete an approved food safety course within 90 days. Training certificates must be retained and made available during an inspection; **and**
6. Comply with all the requirements of Subpart 14-1 of the New York State Code for Food Service Establishments.

This action was adopted by the Tompkins County Board of Health at its regular meeting on January 23, 2018.



1/26/18

 Frank Kruppa
Public Health Director

Date



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

CASE SUMMARY – FOR RESOLUTION # EH-ENF-18-0015

**Taste of Thai Express
Taste of Thai Express Inc., Akhin Pancharoen, Operator
209 South Meadow Street
Ithaca, NY 14850**

April 2018

Date	Action
04/19/2018	Inspection by TCHD. Violations: A food worker was observed working with ready to eat foods with bare hands. The products were discarded during the inspection. Poultry was not heated to 165°F or above during cooking. Product was rapidly heated to 165°F or higher.
04/05/2018	Two Serve Safe Certificates received by TCHD.
01/23/2018	Resolution# EH-ENF-18-0004 adopted by BOH.
12/14/2017	Inspection by TCHD. Violations: An accurate thermometer was not available to evaluate potentially hazardous food temperatures. The food probe thermometer available during the inspection was observed to be off by 12°F. The thermometer was properly calibrated during the inspection. Food workers did not use proper utensils to eliminate bare hand contact with prepared foods. A food worker was observed working with ready to eat foods with bare hands. The products were discarded during the inspection. Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a refrigerated storage unit was observed to be at 49-51°F. The product was removed from service and rapidly chilled to 45°F or less before use.
9/26/2017	Resolution #EH-ENF-17-0026 adopted by BOH.
07/27/2017	Re-inspection by TCHD. Violations for cold holding and food not stored under refrigeration that were observed on 05/30/2017 were corrected. Violation: Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F as required. Product in a refrigerated storage unit was observed to be at 61-64°F.
05/30/2017	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during hold holding. Product in cold holding was observed to be at 52-58°F. Potentially hazardous foods were not stored under refrigeration. Products on a counter were observed to be at 52-57°F. Enough refrigerated storage equipment was not maintained so that potentially hazardous foods were kept at or below 45°F as required. Product in a refrigerated storage unit was observed to be at 52-56°F.
10/03/2016	Inspection by TCHD. No violations noted.
07/05/2016	Resolution EH-ENF-16-0013 adopted by BOH.
07/26/2016	Re-inspection by TCHD at Ithaca Festival: Violations: Food workers did not use proper utensils to eliminate bare hand contact with cooked or prepared foods. Food workers prepared raw and cooked or ready to eat food products without "thorough handwashing and sanitary glove changing in between."

Inclusion Through Diversity

06/03/2016	Field Visit at Ithaca Festival by TCHD: Violations: Food workers did not use proper utensils to eliminate bare hand contact with cooked or prepared foods.
06/01/2016	Inspection by TCHD. Violations: Potentially hazardous foods were not stored under refrigeration except when necessary. Product on a counter was observed to be at 89-130°F.
12/07/2015	Inspection by TCHD. No violations noted.
05/13/2015	Inspection by TCHD. No violations noted.
12/03/2014	Inspection by TCHD. No violations noted.
08/11/2014	Inspection by TCHD. No violations noted.
12/13/2013	Re-inspection by TCHD. Violations observed on 11/18/2013 were corrected.
11/18/2013	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in a hot holding unit was observed to be at 110-115°F.
07/03/2013	Re-inspection by TCHD. Violations observed on 06/04/2013 were corrected.
06/04/2013	Inspection by TCHD. Violations: Potentially hazardous foods were not kept at or below 45°F during cold holding. Product in a sandwich cooler was observed to be at 52°F, and iced product on a counter was observed to be at 57°F. Potentially hazardous foods were not kept at or above 140°F during hot holding. Product in a hot holding unit was observed to be at 115°F.
11/28/2012	Inspection by TCHD. No violations noted.
05/29/2012	Re-inspection by TCHD. Violation observed on 05/08/2012 corrected.
05/08/2012	Inspection by TCHD. Violations: Cooked or prepared foods were subject to cross-contamination from raw foods.
11/29/2011	Re-inspection by TCHD. Violation observed on 11/9/2011 was corrected.
11/09/2011	Inspection by TCHD. Violations: Potentially hazardous food were not kept at or below 45°F during cold holding. Product in a sandwich unit was observed to be at 51-53°F. Potentially hazardous foods were also not stored under refrigeration except during necessary preparation. Product was observe don the counter at 70-80°F. Toxic chemicals were improperly labeled.
04/29/2011	Inspection by TCHD. No violations noted.
12/28/2009	Permit to Operate Taste of Thai Express issued.



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

REGULAR AND ELECTRONIC MAIL

May 7, 2018

Elizabeth Riordan
c/o 260 Central Chapel Road
Brooktondale, NY 14817

Re: Request for Refund of Onsite Wastewater Treatment System (OWTS) Application – Burns Road, T-Caroline

Dear Ms. Riordan:

Enclosed is a copy of the memo that the Tompkins County Board of Health will consider at its meeting on **Tuesday, May 22, 2018**, regarding your request for refund of the OWTS application fee for the Burns Road application. This office is in support of your request but the Board of Health has final approval.

You or a representative has the right to speak to the Board for a few minutes prior to them taking action. If you wish to speak to the Board, please contact Skip Parr or me at (607) 274-6688 at least one day before the meeting. If you plan to attend, please arrive by 12:00 p.m. (noon).

Sincerely,

C. Elizabeth Cameron, P.E.
Director of Environmental Health

Enclosure– Memo to Members of the Tompkins County BOH dated May 7, 2018

pc: F:\EH\SEWAGE (SSW)\Facilities (SSW-7)\Caroline\16.-1-6.2 Burns Road\Refund Request Cover Letter.docx
ec: Tompkins County Board of Health (via; Shelley Comisi, TCHD)
TCHD: Elizabeth Cameron, P.E., Director of Environmental Health; Frank Kruppa, Public Health Director; Adriel Shea; Joel Scogin; Skip Parr
scan: Signed copy to Accela (EH-OW-17-0088)



Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

Date: May 7, 2018
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, Director of Environmental Health
Subject: Refund Request – 0 Burns Road, T- Caroline
Tax Map #s: 16.-1-6.2

On April 16, 2018, this office received the attached refund request from Elizabeth Riordan for the application fee associated with an Onsite Wastewater Treatment System (OWTS) New Construct Permit. The application was received by this office along with a fee in the amount of \$425 on May 18, 2017. The property is owned by Elizabeth Riordan's daughter, Anne Riordan-Dygert but the application fee was paid by the Elizabeth Riordan. On April 2, 2018, this office sent out a notification letter stating that the OWTS application for this project was set to expire on May 18, 2018, prompting the realization by Elizabeth Riordan that two applications were submitted for the same project on the same parcel.

The Environmental Health staff did not do any field work related to this particular OWTS application. A permit was issued by this office on September 28, 2017, for the duplicate application received on September 5, 2017.

This refund request is outside of the six month window that allows the Division to grant the request. Therefore, Elizabeth Riordan is requesting that the Tompkins County Board of Health grant the refund for the OWTS Application Fee in the amount of \$425. The Environmental Health Division does support this refund request of \$425.

Attachment: Email dated 4/16/2018

Joel Scogin

From: Elizabeth Riordan <elizabeth.riordan@gmail.com>
Sent: Monday, April 16, 2018 6:02 PM
To: Joel Scogin; elizabeth.riordan
Subject: Request for refund of payment for Application for Septic not acted upon
Attachments: Payment ApplicNotActedOn.pdf; Application #2.pdf

To Whom it May Concern:

I would like to request a refund of the payment which I made for a Sanitation system, which was never acted upon.

I apologize as this is entirely my mistake.

Here is the history:

A couple of years ago, I helped my daughter Anne Riordan-Dygert (then, just Anne Riordan), buy a parcel of farm land at 260 Central Chapel Rd in Brooktondale, which she wanted to farm. In return I requested a small piece of land on which to put a seasonal building where I could store some of my long-time possessions. I was in the lengthy process of selling my house in Massachusetts - I had built this house and been in it for 43 years so there were a lot of things.

The farm was going along well and finally I sold my house but then things got complicated when the part came to select a piece of land for me. Three or four times a piece was selected, but then it got de-selected due to it being perceived as an essential part of the farm.

As part of the mixup two checks were given for septic systems on two different parts of the farm. Further confusing the matter is that since the farm land has exposure on 2 different roads -- both Central Chapel Rd and Burns Rd -- and also due to the fact that Anne signed one application, and I signed the other, these looked like two completely different projects.

However, only one project is being executed -- the one with the address 260 Central Chapel Rd. Nothing was ever done on the application for the one on Burns Rd. No field test was done, nothing. This candidate for the building was de-selected before it ever drew a breath of air -- other than my check for its application being cashed.

My request is, therefore, that a refund be made for EH-OW-17-0088, for 0 Burns Rd.

Once again I apologize for the extra work I have caused to all. I would also like to add that as a newcomer I have found the Tompkins County Health Department to be full of very caring and competent people, and very tolerant of my blunders.

Attached is the application and record of payment.

Sincerely,

Elizabeth Riordan

Main Report



Frank Kruppa
Public Health Director

55 Brown Road
Ithaca, NY 14850-12477

ENVIRONMENTAL HEALTH DIVISION
<http://www.tompkinscountyny.gov/health/eh>

Ph: (607) 274-6688
Fx: (607) 274-6695

Receipt Number: 3569

PAYMENT RECEIPT

TC Record ID: **EH-QW-17-0088**
Record Type: EnvHealth / OWTS / New Construction / NA
Address: 0 Burns Rd, BROOKTONDALE, NY 14817
Parcel #: 502000-16.-1-6.2
Property Owner: Anne Riordan-Dygert
Property Owner Address: 260 Central Chapel Rd, Brooktondale, NY 14817
Payor: Elizebeth Riordan

Comments or address on check if different from Contact Address
PO Box 167, Prides Crossing, MA 01965

Invoice Information

Invoice #	Unit	ItemDescription	InvoiceStatus	Fee
4771	1	New OWTS Permit	INVOICED	\$ 425.00
				\$ 425.00

Payment Information

Payment Date	Method	Reference Or CreditCard	Pay Status	Amount
05/18/2017	Check	3750	Paid	\$ 425.00
				\$ 425.00

Cashier ID: CHOWE

Inclusion Through Diversity

Elizebeth This is the application that we did not act on. This is the one you need to request a refund for. No field visit or site evaluation was performed by TCHD



RECEIVED

Frank Kruppa
Public Health Director
55 Brown Road
Ithaca, NY 14850-1247

SEP 05 2017

ENVIRONMENTAL HEALTH DIVISION
http://www.tompkinscountyny.gov/health/eh

TOMPKINS COUNTY
HEALTH DEPARTMENT

Ph: (607) 274-6688
Fx: (607) 274-6695

ONSITE WASTEWATER TREATMENT SYSTEM (OWTS) - Application for Construction Permit

NOTE: This application will expire 1 year from the date it is received
(If an OWTS permit is subsequently issued, that permit will expire 2 years from the date it is issued)

OW-17-0200

Construction Type: New Replacement Conversion

FEE: \$ 42500

▼ TO BE COMPLETED BY APPLICANT ▼

* HIGHLIGHTED AREAS MUST BE COMPLETED OR APPLICATION WILL BE RETURNED UNPROCESSED *

Contractor - Unknown

Property Location: 260 Central Chapel Road Tax Map #: 502000-16-1-6-2

Realty Subdivision → Name of subdivision: _____ Lot #: _____

Property use is: Residential (# of units/apts _____) Non-Residential → Describe: horse barn

Application is for: A New Structure An Existing Structure NOTE: Back of page available for site sketch

Applicant: Anne Dugert e-mail: asriordan@gmail.com

Owner Prospective Owner Contractor Other: _____

Primary Phone: 607-351-4964 Secondary Phone: () - _____ Fax: () - _____

Mailing Address: 260 Central Chapel Rd City: Brockport State: NY Zip: 14817

Current Property Owner: Same e-mail: _____

Primary Phone: () - _____ Secondary Phone: () - _____ Fax: () - _____

Mailing Address: _____ City: _____ State: _____ Zip: _____

Additional Property Information:

Lot size: 9.9 acres Note: see Lot Size and Permit Requirements insert for minimum lot sizes and dimensions.

Does the owner/prospective owner of this lot own any adjacent lots? Yes No

Number of: Bedrooms N/A Occupants N/A Kitchens 1 Garbage Grinders 0 Hot Tub/Spa Volume: N/A gallons
▲ Enter 0 or N/A if not applicable ▶

Toilet Volume in Gallons per Flush: 1.6 (circa 1994 - present) 3.5 (circa 1980 - 1993) 3.5+ (prior to 1980)

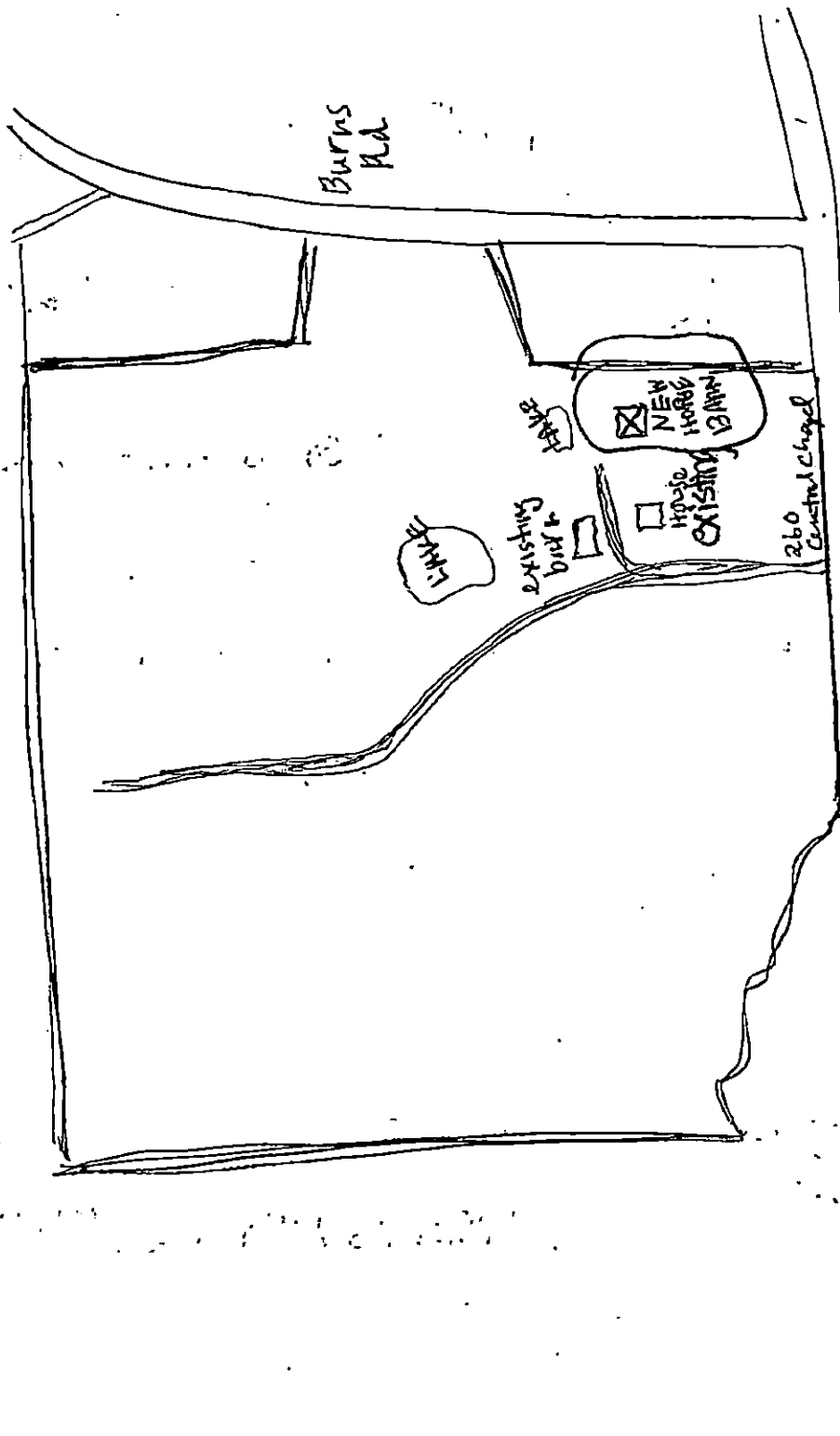
Water Supply Type: Existing Proposed With Water Softener Drilled Well Public Other: _____
Horse barn with washer/dryer
Bathroom + Kitchen

If Well → Depth: _____ feet Depth of Casing: _____ feet

I certify that I am the owner of the property referenced in this application or that I am authorized to both act as this owner's agent to apply for an onsite wastewater treatment system construction permit and to grant Tompkins County Health Department personnel access to the property for purposes related to the issuance of such a permit and the certification of any system subsequently constructed. Additionally, I certify that the information I have provided is accurate to the best of my knowledge.

Signature: Anne Dugert

Date: 9/5/2017



Central Chapel
Pad

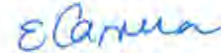
0.27

7.15.11

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

Date: May 11, 2018
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, P.E., Director of Environmental Health



Subject: Recommended Environmental Health Division Fees for 2019

Information concerning fees proposed for 2019 is attached for your review. Based on the proposed fees, the sources of estimated revenue for 2019 are:

Estimated Revenue:	
Operating/permit fees	\$354,647
Plan review/other fees	\$19,805
Fines/penalties/late fees/other	\$16,375
Subtotal*:	\$390,827
Less credit card processing cost	\$1,887

Total Estimated EH Revenue*: **\$388,940**

* Does not include revenue from grants and State Aid.

(2017 EH Expenses: \$1,739,419)

We have made some adjustments to the fees in a few program areas and we have added fees to address holding tanks. There have been no significant changes in EH program costs.

- Consistent with the Tompkins County Sanitary Code and recent actions by the Board of Health, we will be permitting some wastewater holding tanks in Tompkins County. We have added a fee for the plan review and initial permit for the holding tank (\$160). There is also an annual Holding Tank Permit Renewal Fee of \$50. Procedures for these permits have not been finalized but we are anticipating that the permit renewal will be primarily administrative and not require a field visit.
- We have added a fee for waivers from the NYS Sanitary Code Appendix 75-A Wastewater Treatment Standards – Residential Onsite Systems. We currently charge a fee of \$75 for waivers from the Article VI (Sewage Holding, Treatment and Disposal) of the Tompkins County Sanitary Code. These waivers are required to be approved by the Tompkins County Board of Health. The permit issuing official for the Health Department may approve a waiver from the NYS Sanitary Code. There has not previously been a fee for these waivers; however, it generally takes more time to review plans when a waiver from the NYS Sanitary Code is requested. The additional fee may also encourage design professionals to more thoroughly evaluate options that comply with Appendix 75-A, negating the need for the waiver.
- We increased the fee for High Risk Food establishments from \$400 to \$430.
- We increased the fee for Agricultural Fairgrounds from \$460 to \$400.

- Similar to fees for the Temporary Food Program, we added an Expedited Permit Processing fee of \$100 for permits in other programs that are received 3 days or less before they must be issued.

The following information is attached for your review:

- Table 1. Proposed Environmental Health Fee Schedule 2019
- Table 2. Proposed Operating or Permit Fees Detail Sheet 2019
- Table 3. Proposed Plan Review Fees Detail Sheet 2019
- Table 4. Estimated vs. Actual Revenue and Expenses

F:\EH\ADMINISTRATION (ADM)\Program Administration (ADM-3)\Financial\Fees (SG-37)\Fees 2019\Fees to BOH.docx



ENVIRONMENTAL HEALTH DIVISION

55 Brown Road, Ithaca, NY 14850

Ph: (607) 274-6688; Fx: (607) 274-6695

On-line Services - <https://permits.tompkins-co.org/CitizenAccess/>

Draft for BOH Review May 2018

Effective January 1, 2019

Table 1 - 2019 Proposed Environmental Health Fee Schedule

2018 OPERATING PERMIT, PLAN REVIEW, AND OTHER FEES

Agricultural Fairground Operating Permit	\$400 <input type="checkbox"/>
Campground Operating Permit \$140 plus \$2.25 per unit/site	<input type="checkbox"/>
Campground Plan Review	\$200 <input type="checkbox"/>
Children's Camp Operating Permit	\$200 <input type="checkbox"/>
Mass Gathering Operating Permit* (New Event Per day)	\$4,100 <input type="checkbox"/>
Mass Gathering Operating Permit* (Existing Event) <i>(*Plus \$80 per staff/hr for incident response, if needed)</i>	\$1,650 <input type="checkbox"/>
Mass Gathering Plan Review (New Event)	\$6,100 <input type="checkbox"/>
Mass Gathering Plan Review (Existing Event)	\$2,250 <input type="checkbox"/>
Mobile Home Park Operating Permit \$150 plus \$3.50 per unit/lot	<input type="checkbox"/>
Mobile Home Park Plan Review \$460 plus \$30 per unit/lot	<input type="checkbox"/>
Recreational Aquatic Facility Operating Permit	
Swimming Pool/Bathing Beach	\$335 <input type="checkbox"/>
Slide and Wave Pool/Spray Park/Other Aquatic Facility	\$360 <input type="checkbox"/>
Recreational Aquatic Facility Plan Review	
Swimming Pool/Bathing Beach/Other Aquatic Facility Up to 5,000 square feet	\$360 <input type="checkbox"/>
Slide and Wave Pool/Spray Park/Other Aquatic Facility Over 5,000 square feet	\$770 <input type="checkbox"/>
Temporary Residence Operating Permit \$150 plus \$3.50 per unit/site	<input type="checkbox"/>

Food Service Establishment Operating Permit	
High Risk	\$430 <input type="checkbox"/>
Medium Risk	\$375 <input type="checkbox"/>
Low Risk	\$235 <input type="checkbox"/>
Additional Mobile Unit	\$85 <input type="checkbox"/>
Food Service Establishment Plan Review	
High & Medium Risk	\$210 <input type="checkbox"/>
Low Risk	\$150 <input type="checkbox"/>
Push Cart	\$100 <input type="checkbox"/>
Temporary Food Service Establishment - Simple Menu	
1 Day Event	\$65 <input type="checkbox"/>
Multiple Events; Consecutive or Non-Consecutive Days <i>(up to 8 days in 120 days)</i>	\$100 <input type="checkbox"/>
Temporary Food Service Establishment - Complex Menu	
1 Day or Multiple Days; Single Event	\$150 <input type="checkbox"/>
Temporary Food Service Establishment - Late Application	
Received less than 2 weeks, more than 3 days before event	\$25 <input type="checkbox"/>
Received 3 days or less before event	\$50 <input type="checkbox"/>

OTHER FEES

Late Application/Water Fee (May be waived at TCHD discretion)	\$50 <input type="checkbox"/>
Late Application/Expedited Permit 3 days or less	\$100 <input type="checkbox"/>
Duplicate Rabies Certificate (multiple certificates per occurrence)	\$10 <input type="checkbox"/>
Waiver/Variance Request (Requiring Board of Health Action)	\$75 <input type="checkbox"/>
Waiver from NYS Appendix 75-A (OWTS) <i>(Unless due to TCHD referral)</i>	\$75 <input type="checkbox"/>
Copies (Cost per page)	\$0.25 <input type="checkbox"/>
Electronic copies of oversized files (up to 10 pages) Each additional 10 pages	\$20 <input type="checkbox"/> \$10 <input type="checkbox"/>
Sanitary Codes	\$1.00 <input type="checkbox"/>
Refund Request (within 6 months of receipt)	\$25 <input type="checkbox"/>
Environmental Impact Statement Review <i>(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)</i>	<input type="checkbox"/>

TOTAL FEES - PAGE 1	<input type="checkbox"/>
TOTAL FEES - PAGE 2	<input type="checkbox"/>
TOTAL FEES DUE - PAGE 1 & 2	<input type="checkbox"/>

Preparer/Date: _____
pc: Support Staff

Notes:

1. A check mark indicates the fee applies to your facility. Fees are additive for all operations.
2. Checks should be made payable to: Tompkins County Health Department.
3. There will be a \$20 service charge on all returned checks.
4. Payment methods: check, cash, money order, or online w/credit card (Visa, MC, Discover).

Table 1 - 2019 Proposed Environmental Health Fee Schedule

2018 WATER SYSTEM OPERATING, ON-SITE WASTEWATER TREATMENT, AND DEVELOPMENT FEES

On-Site Wastewater Treatment System Construction Permit	
New Construction/Conversion	\$425 <input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation	\$325 <input type="checkbox"/>
Replacement System	\$335 <input type="checkbox"/>
w/ Engineer Plans; no Site Evaluation	\$235 <input type="checkbox"/>
Septic Tank/Pump Chamber Replacement	\$105 <input type="checkbox"/>
Holding Tank Permit Renewal	\$50 <input type="checkbox"/>

OWTS Permit/Application Renewal or Transfer	
Permit Renewal (may be renewed 1x prior to expiration)	\$80 <input type="checkbox"/>
Permit Transfer (prior to expiration)	\$80 <input type="checkbox"/>
Application Renewal (may be renewed 1x prior to expiration)	\$80 <input type="checkbox"/>
Application Transfer (prior to expiration)	\$80 <input type="checkbox"/>

On-Site Wastewater Treatment System Plan Review by Design Professional	
0 – 499 gpd design rate	\$210 <input type="checkbox"/>
500 – 999 gpd design rate	\$260 <input type="checkbox"/>
1,000 – 1,999 gpd design rate	\$375 <input type="checkbox"/>
2,000+ gpd design rate	\$600 <input type="checkbox"/>
Holding Tank Plan Review & Initial Permit	\$160 <input type="checkbox"/>

Collector Sewer - 6" and larger (DEC & Health Dept Projects)	
< 5,000'	\$150 <input type="checkbox"/>
> 5,000'	\$250 <input type="checkbox"/>

Preliminary Development Review (where soil testing is required)	\$400 <input type="checkbox"/>
<i>(Preliminary Development fees are applied to the Realty Subdivision fee upon full plan submittal when submitted within 12 months)</i>	

Realty Subdivision Development Review	\$800 <input type="checkbox"/>
Plus \$12.50 per lot NYS filing fee	<input type="checkbox"/>
Add \$35 per lot with individual water	<input type="checkbox"/>
Add \$55 per lot with individual sewage	<input type="checkbox"/>
<i>(Subtract Preliminary Development fees paid)</i>	<input type="checkbox"/>

Realty Subdivision Approval Renewal	\$200 <input type="checkbox"/>
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Other Engineering Review (May be waived at TCHD discretion)	\$160 <input type="checkbox"/>
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TOTAL FEES - PAGE 2

Preparer/Date: _____
pc: Support Staff

Water System Operating Fee	
Community Water System (with sources)	
Groundwater System	\$200 <input type="checkbox"/>
Surface Water System	\$1,800 <input type="checkbox"/>
Non-Community Water System (with sources)	
Bottled/Bulk Haulers, Ice Plants	\$360 <input type="checkbox"/>

Water System Construction Permit and Plan Review	
Community Water System (Part 5, NYSSC)	\$450 <input type="checkbox"/>
Non-Community Public Water System	\$210 <input type="checkbox"/>
Distribution Water Main - 6" or larger	
< 5,000'	\$300 <input type="checkbox"/>
> 5,000'	\$400 <input type="checkbox"/>

Cross-Connection Control	<input type="checkbox"/>
\$160 plus \$50/device	<input type="checkbox"/>

Water Storage Tank > 500,000 gal	\$230 <input type="checkbox"/>
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Other Water System Modification	\$160 <input type="checkbox"/>
<i>(May be waived at TCHD discretion)</i>	

OTHER FEES	
Late Application/Water Fee (May be waived at TCHD discretion)	\$50 <input type="checkbox"/>
Late Application/Expedited Permit 3 days or less	\$100 <input type="checkbox"/>
Duplicate Rabies Certificate (multiple certificates per occurrence)	\$10 <input type="checkbox"/>
Waiver/Variance Request (Requiring Board of Health Action)	\$75 <input type="checkbox"/>
Waiver from NYS Appendix 75-A (OWTS)	\$75 <input type="checkbox"/>
<i>(Unless due to TCHD referral)</i>	
Copies (Cost per page)	\$0.25 <input type="checkbox"/>
Electronic copies of oversized files (up to 10 pages)	\$20 <input type="checkbox"/>
Each additional 10 pages	\$10 <input type="checkbox"/>
Sanitary Codes	\$1.00 <input type="checkbox"/>
Refund Request (within 6 months of receipt)	\$25 <input type="checkbox"/>
Environmental Impact Statement Review	<input type="checkbox"/>
<i>(Where Tompkins County is the lead Agency fee assessed as allowed by 6NYCRR 617.7)</i>	

Notes:

1. A check mark indicates the fee applies to your facility. Fees are additive for all operations.
2. Checks should be made payable to: Tompkins County Health Department.
3. There will be a \$20 service charge on all returned checks.
4. Payment methods: check, cash, money order, or online w/credit card (Visa, MC, Discover).

Draft for BOH Review - May 2018
Table 2 - Environmental Health Division
Proposed Operating or Permit Fees Detail Sheet 2019

PROGRAM	FEES			# FACILITIES				STAFF TIME (days)		COST PER FACILITY			PROGRAM COST		REVENUE		REVENUE / PROGRAM COST	
	2019 PROPOSED	2018 FINAL	2017 FINAL	2019-EST TOTAL	2019-EST INVOICED	2017 TOTAL	2017 INVOICED	2019 ESTIMATE	2017 FINAL	2019-EST TOTAL	2019-EST INVOICED	2017 FINAL	2019 ESTIMATE	2017 FINAL	2019 ESTIMATE	2017 FINAL	2019 ESTIMATE	2017 FINAL
FOOD SERVICE ESTABLISHMENTS (FSE)				585	500	587	500	610	616	\$548	\$641	\$647	\$320,348	\$323,309	\$182,050	\$176,760	0.57	0.55
High Risk Renewal	\$430	\$400	\$400	185	170	185	168	340	344	\$965.16	\$1,050.32	\$1,075	\$178,554	\$180,597	\$73,100	\$67,200	0.41	0.37
Medium Risk Renewal	\$375	\$375	\$375	300	235	302	236	215	218	\$376.36	\$480.47	\$485	\$112,909	\$114,564	\$88,125	\$88,500	0.78	0.77
Low Risk Renewal	\$235	\$235	\$235	90	85	90	86	55	54	\$321	\$340	\$327	\$28,884	\$28,149	\$19,975	\$20,210	0.69	0.72
Additional Mobile Unit/Puch Cart	\$85	\$85	\$85	10	10	10	10								\$850	\$850		
TEMPORARY FOOD SERVICE				355	110	364	115	190	191	\$281	\$907	\$871.24	\$99,780	\$100,193	\$13,700	\$14,550	0.14	0.15
Simple Menu 1 Day Event	\$65	\$65	\$65	215	30	219	30	115	114	\$281	\$2,013	\$1,998.98	\$60,393	\$59,970	\$1,950	\$1,950	0.03	0.03
Simple Menu Multiple Events	\$100	\$100	\$100	135	75	139	79	70	72	\$272.31	\$490.15	\$481.81	\$36,761	\$38,063	\$7,500	\$7,900	0.20	0.21
Complex Menu Single Event	\$150	\$150	\$150	5	5	6	6	5	4	\$525.16	\$525.16	\$360	\$2,626	\$2,161	\$750	\$900	0.29	0.42
Late Application < 2 weeks, > 3days	\$25	\$25	\$25	100	100	108	108								\$2,500	\$2,700		
Late Application 3 days or <	\$50	\$50	\$50	20	20	22	22								\$1,000	\$1,100		
TEMPORARY RESIDENCE	\$150	\$150	\$150	33	33	33	33	70	70	\$1,114	\$1,114	\$1,111	\$36,761	\$36,656	\$12,188	\$12,213	0.33	0.33
Per unit/site	\$3.50	\$3.50	\$3.50	2,068	2,068	2,083	2,075								\$7,238	\$7,263		
CAMPGROUNDS	\$140	\$140	\$140	9	9	10	9	35	37	\$2,042	\$2,042	\$2,166	\$18,381	\$19,494	\$2,526.75	\$2,435	0.14	0.12
Per unit/site	\$2.25	\$2.25	\$2.25	563	563	589	522								\$1,267	\$1,175		
MOBILE HOME PARKS	\$150	\$150	\$150	39	39	39	39	65	66	\$875	\$875	\$890	\$34,135	\$34,729	\$12,892	\$12,892	0.38	0.37
Per unit/lot	\$3.50	\$3.50	\$3.50	2,012	2,012	2,014	2,012								\$7,042	\$7,042		
AGRICULTURAL FAIRGROUND	\$400	\$360	\$360	1	1	1	1	5	4	\$2,626	\$2,626	\$1,975	\$2,626	\$1,975	\$400	\$360	0.15	0.18
MASS GATHERING (NEW)	\$4,100	\$4,100	\$4,100	0	0	0	0	0	0	\$0	\$0	\$0	\$0	\$0	\$0	\$0		
MASS GATHERING (EXISTING)	\$1,650	\$1,650	\$1,650	1	1	1	1	60	59	\$31,510	\$31,510	\$30,811	\$31,510	\$30,811	\$1,650	\$1,650	0.05	0.05
CHILDREN'S CAMPS	\$200	\$200	\$200	33	5	32	5	85	86	\$1,353	\$8,927.72	\$9,048.51	\$44,639	\$45,243	\$1,000	\$1,000	0.02	0.02
SWIMMING POOLS/BATHING BEACHES	\$335	\$335	\$335	60	59	60	57	125	127	\$1,094	\$1,113	\$1,167	\$65,645	\$66,527	\$19,765	\$19,095	0.30	0.29
PUBLIC WATER SYSTEMS				144	144	144	144	610	609	\$1,093	\$1,093	\$1,091	\$157,401	\$157,043	\$28,375	\$28,375	0.18	0.18
Community Groundwater System	\$200	\$200	\$200	86	86	86	86	530	530	\$1,589	\$1,589	\$1,588	\$136,643	\$136,559	\$17,200	\$17,200	0.13	0.13
Community Surface Water System	\$1,800	\$1,800	\$1,800	3	3	3	3	20	20	\$1,691	\$1,691	\$1,744	\$5,074	\$5,232	\$5,400	\$5,400	1.06	1.03
Non-Community Water System	\$105	\$105	\$105	55	55	55	55	60	59	\$285	\$285	\$277	\$15,683	\$15,252.79	\$5,775	\$5,775	0.37	0.38
ON-SITE WASTEWATER SYSTEMS (OWTS)				220	210	226	211	735	746	\$1,754.51	\$1,838.06	\$1,856.23	\$385,993	\$391,664	\$80,100	\$79,845	0.21	0.20
New Construction/Conversion	\$425	\$425	\$425	130	120	129	118	420	426	\$1,697	\$1,838	\$1,894.58	\$220,567	\$223,561	\$51,000	\$50,020	0.23	0.22
Replacement System	\$335	\$335	\$335	80	80	86	82	280	284	\$1,838	\$1,838	\$1,817.57	\$147,045	\$149,040	\$26,800	\$27,470	0.18	0.18
Septic Tank/Pump Chamber Replacement	\$105	\$105	\$105	10	10	11	11	35	36	\$1,838.06	\$1,838	\$1,733	\$18,381	\$19,063	\$1,050	\$1,155	0.06	0.06
Holding Tank Permit Renewal	\$50	na	na	1	1	na	na								\$50	na		
Permit Transfer/Renewal	\$80	\$80	\$80	10	10	13	13								\$800	\$1,040		
Application Transfer/Renewal	\$80	\$80	\$80	5	5	2	2								\$400	\$160		
OPERATING PERMITS													\$1,097,437	\$1,107,452	\$354,647	\$349,174	0.32	0.32
PLAN REVIEWS															\$19,805	\$26,268		
OTHER REVENUE															\$16,375	\$23,509		
TOTAL OPERATING, PERMIT, PLAN REVIEW AND OTHER FEES														\$1,739,419	\$390,827	\$398,950	0.22	0.23
ESTIMATED OFFICIAL PAYMENTS CREDIT CARD PROCESSING COST														\$1,887	\$1,675			
TOTAL ALL ENVIRONMENTAL HEALTH PROGRAM FEES														\$388,940	\$397,275		0.22	0.23

NOTES:

2017 EH Annual Cost & Staff Time \$1,739,419.00 3312.2 Staff Cost = \$525.16 per day \$75.02 per hr
2016 EH Annual Cost & Staff Time \$1,596,354.00 3225.5 Staff Cost = \$494.92 per day \$70.70 per hr
2015 EH Annual Cost & Staff Time \$1,567,839.00 2993.3 Staff Cost = \$523.78 per day \$74.83 per hr

PWS - Surface Water Staff Time is calculated by facility only. This is an underestimate of the total program costs.

2016 Revenue Submitted through Official Payment \$59,068.00 15% of total revenue

Draft for BOH Review - May 2018
Table 3 - Environmental Health Division
Proposed Plan Review Fees Detail Sheet 2019

PROGRAM	FEES			# PLANS			LAST YEAR PLANS REVIEWED	ESTIMATE D HOURS PER PLAN	COST PER PLAN REVIEW	PROGRAM COST	REVENUE		REVENUE / PROGRAM COST	
	2019 PROPOSED	2018 FINAL	2017 FINAL	2019-EST INVOICED	2017 APPROVED	2017 INVOICED					2017-or ESTIMATE	2019 ESTIMATE		2019 ESTIMATE
PUBLIC WATER SYSTEMS											\$2,326	\$2,670	\$3,940	1.15
Community Water System	\$450	\$450	\$410	1	0	2	2015	7.5	\$563	\$562.67	\$450	\$820	\$0	0.80
CWS Water Main Ext < 5,000'	\$300	\$300	\$300	2	1	4	2017	3.0	\$225	\$450	\$600	\$1,200	\$0	1.33
≥ 5,000'	\$400	\$400	\$400	0	0	0	na				\$0	\$0	\$0	
Cross-Connection Control	\$160	\$160	\$160	5	5	4	2017	2.5	\$188	\$938	\$800	\$640	\$0	0.85
Add per device	\$50	\$50	\$50	10		15	2016				\$500	\$750	\$0	
Non-Community Water System	\$210	\$210	\$210	0	1	1	2017	3.0	\$225	\$0	\$0	\$210	\$0	
Water Storage Tank	\$230	\$230	\$230	0	0	0	2016	3.0	\$225	\$0	\$0	\$0	\$0	
Other Water System Modification	\$160	\$160	\$160	2	2	2	2017	2.5	\$188	\$375	\$320	\$320	\$0	0.85
FOOD SERVICE ESTABLISHMENTS											\$1,876	\$1,800	\$2,130	0.96
High and Medium Risk	\$210	\$210	\$210	5	8	8	2017	3.0	\$225	\$1,125.34	\$1,050	\$1,680	\$0	0.93
Low Risk	\$150	\$150	\$150	5	5	3	2017	2.0	\$150	\$750	\$750	\$450	\$0	1.00
Push Cart Medium/Low Risk	\$100	\$100	\$100	0	0	0	2015	1.0	\$75	\$0	\$0	\$0	\$0	
MOBILE HOME PARKS	\$460	\$460	\$460	0	0	0	2007				\$0	\$0	\$0	
Add per unit/lot	\$30	\$30	\$30	0	0	0	2007				\$0	\$0	\$0	
CAMPGROUNDS	\$200	\$200	\$200	0	0	0	2014	2.0	\$150	\$0	\$0	\$0	\$0	
SWIMMING POOLS/BATHING BEACHES	\$360	\$360	\$360	0	0	0	2016	5.0	\$375	\$0	\$0	\$0	\$0	
Swimming Pools > 5,000 sf	\$770	\$770	\$770	0	0	0	2008	12.0	\$900	\$0	\$0	\$0	\$0	
MASS GATHERING (NEW)	\$6,100	\$6,100	\$6,100	0	0	0	na	110.0	\$8,253	\$0	\$0	\$0	\$0	
MASS GATHERING (EXISTING)	\$2,250	\$2,250	\$2,250	1	1	1	2017	tbd	tbt	tbt	\$2,250	\$2,250	\$0	
ON-SITE WASTEWATER TREATMENT SYSTEMS											\$4,914	\$12,285	\$16,760	2.50
New/Conv App w/ Plans; no Site Evaluation	\$325	\$325	\$325	20	13	26	2017				\$6,500	\$8,450	\$0	
Replacement App w/ Plans; no Site Evaluation	\$235	\$235	\$235	5	3	8	2017				\$1,175	\$1,880	\$0	
0 - 499 gpd Design Rate	\$210	\$210	\$210	15	12	17	2017	3.0	\$225	\$3,376.03	\$3,150	\$3,570	\$0	0.93
500 - 999gpd Design Rate	\$260	\$260	\$260	5	4	6	2017	3.5	\$263	\$1,312.90	\$1,300	\$1,660	\$0	0.99
1,000 - 1,999 gpd Design Rate	\$375	\$375	\$375	0	0	0	2016	4.0	\$300	\$0	\$0	\$0	\$0	
2,000+ gpd Design Rate	\$600	\$600	\$600	0	0	2	2013	5.0	\$375	\$0	\$0	\$1,200	\$0	
Holding Tank Plan Review & Initial Permit	\$160	na	na	1	na	na	na	3.0	\$225	\$225	\$160	na	na	0.71
Collector Sewer < 5,000'	\$150	\$150	\$150	0	0	0	2013	2.0	\$150	\$0	\$0	\$0	\$0	
≥ 5,000'	\$250	\$250	\$250	0	0	0	na				\$0	\$0	\$0	
REALTY SUBDIVISION TOTAL											\$0	\$0	\$1,188	
REALTY SUBDIVISIONS	\$800	\$800	\$800	0	0	1	2015	5.0	\$375	\$0	\$0	\$800	\$0	
Add per lot NYS filing fee	\$12.50	\$12.50	\$12.50	0	0	31	2015				\$0	\$388	\$0	
with Individual Water	\$35	\$35	\$35	0	0	0	na	1.0	\$75	\$0	\$0	\$0	\$0	
with Individual OWTS	\$55	\$55	\$55	0	0	0	2015	1.0	\$75	\$0	\$0	\$0	\$0	
Subdivision Renewal	\$200	\$200	\$200	0	0	0	2016	2.0	\$150	\$0	\$0	\$0	\$0	
Preliminary Development Review	\$400	\$400	\$400	0	0	0	2014	5.0	\$375	\$0	\$0	\$0	\$0	
Add per lot	n/a	n/a	n/a	0	0	0	2014	1.0	\$75	\$0	\$0	\$0	\$0	
OTHER PLAN REVIEW	\$160	\$160	\$160	5	0	0	2016	2.0	\$150	\$750	\$800	\$0	\$0	1.07
TOTAL PLAN REVIEW FEES											\$9,866	\$19,805	\$26,268	2.01

NOTES:

2017 EH Annual Cost & Staff Time \$1,739,419.00 3312.2 Staff Cost = \$525.16 per day \$75.02 per hr
2016 EH Annual Cost & Staff Time \$1,596,354.00 3225.5 Staff Cost = \$494.92 per day \$70.70 per hr
2015 EH Annual Cost & Staff Time \$1,567,839.00 2993.3 Staff Cost = \$523.78 per day \$74.83 per hr

Hours per plan are estimated - actual time for each submittal varies significantly.

Draft for BOH Review - May 2018

**Table 4 - Environmental Health Division
Estimated vs Actual Revenue and Expenses**

YEAR	ACTUAL			ESTIMATED			ACT REV / EST REV	ACT EXP / EST EXP
	REVENUE	EXPENSE	REV / EXP	REVENUE	EXPENSE	REV / EXP		
2013	\$359,193	\$1,821,928	20%	\$322,183	\$1,638,700	20%	111%	111%
2014	\$364,311	\$1,650,820	22%	\$338,669	\$1,741,256	19%	108%	95%
2015	\$380,593	\$1,567,839	24%	\$348,977	\$1,821,928	19%	109%	86%
2016	\$388,791	\$1,596,354	24%	\$358,974	\$1,650,820	22%	108%	97%
2017	\$397,275	\$1,739,419	23%	\$373,683	\$1,567,839	24%	106%	111%

ENVIRONMENTAL HEALTH DIVISION
www.tompkinscountyny.gov/health/eh

Ph: (607) 274-6688
Fx: (607) 274-6695

Date: May 11, 2018
Memo to: Members of the Tompkins County Board of Health
From: C. Elizabeth Cameron, Director of Environmental Health
Subject: **Blanket Waiver Request for Section 6.06.h.1**

ECameron

Background Information

Article VI of the Tompkins County Sanitary Code – Sewage Holding, Treatment, and Disposal and Appendix 75-A - Wastewater Treatment Standards – Residential Onsite Systems apply to "... *on-site wastewater treatment systems serving residential properties and receiving sewage without the admixture of industrial wastes or other wastes, as defined in Environmental Conservation Law, Section 17-0701, in quantities of less than 1,000 gallons per day (gpd.)*

Section 6.06.h.1 of the Tompkins County Sanitary Code states:

A developmental plan must be submitted for approval with any application for a construction permit for a sewage system on a tract where the total design flow of all the sewage systems on the tract is greater than 1,000 gallons/day, and for all laundromats and car washes open to the public, and all industrial or other facilities that are required to have State Pollutant Discharge Elimination System (SPDES) permits from the New York State Department of Environmental Conservation.

The Environmental Health Division previously believed that the flow rate from all sewage systems on a parcel or tract of land needed to be included in determining whether a SPDES permit was applicable. We recently requested clarification from NYSDEC. NYSDEC responded that the 1000 gpd threshold applied to each sewage system, not to the total flow from systems on the parcel or tract of land (see attached memo). Considering this clarification, we would like to have the option of developing plans in-house "...for a sewage system on a tract where the total design flow of all the sewage systems on the tract is greater than 1,000 gallons/day," provided that the flow is solely residential sewage and does not contain industrial waste. Each of these systems are typically no different than the other systems we design in-house. When a developmental plan is submitted by an outside engineer, it often requires multiple rounds of reviews and comments. Doing these systems in-house would generally save the permit applicant both time and money.

Request for Approval

We request that the Board of Health grant a blanket waiver from Section 6.06.h.1 of the Tompkins County Sanitary Code. This would allow the Department to use its professional discretion in determining when in-house design is appropriate and when the design should be referred to an outside engineer. Additionally, there would be no fee required for this waiver.

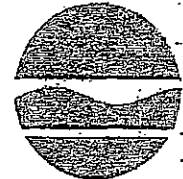
Attachment: NYSDEC memo "1000 GPD Threshold for SPDES Permitting of Sanitary Wastewater Discharges to Groundwater" dated 9-1-2009

Scan Copy: F:\EH\SEWAGE (SSW)\Procedures (SSW-1P)\Blanket Waiver Request-6.06h.1.docx

New York State Department of Environmental Conservation

Division of Water

Bureau of Water Permits, 4th Floor
625 Broadway, Albany, New York 12233-3505
Phone: (518) 402-8111 • FAX: (518) 402-9029
Website: www.dec.ny.gov



Alexander B. Grannis
Commissioner

MEMORANDUM

TO: Regional Water Engineers, Bureau Directors, and BWP Section Chiefs

FROM: Alan A. Fuchs, Director, Bureau of Water Permits *Alan A. Fuchs*

SUBJECT: 1000 GPD Threshold for SPDES Permitting of Sanitary Wastewater Discharges to Groundwater

DATE: September 1, 2009

The purpose of this memo is to provide guidance concerning the 1000 gallon per day flow threshold that must be reached before a discharge of sanitary wastewater to groundwater requires a SPDES permit.

The current Environmental Conservation Law Section 17-0701(6) specifies that a SPDES permit "shall not be required ... when such disposal system, point source or outlet is designed to discharge or discharges sewage effluent without the admixture of industrial wastes or other wastes to the ground waters of the state when such discharge consists of a flow of less than one thousand gallons per day." This language is repeated in 6NYCRR Part 750-1.5(a)(4)(i).

The focus of this exemption is on the individual system. Therefore, a property may contain one or more sanitary subsurface disposal systems and if each is "designed to discharge or discharges" less than 1000 gpd then no SPDES permit is required, even if the sum of discharge flows (design or actual) from multiple independent systems is greater than 1000 gpd. For example, a trailer park with ten independent sanitary wastewater disposal systems of 400 gpd each discharging to groundwater cannot be required to obtain a SPDES permit.

In cases where a facility is currently permitted in accordance with the previous law but is now exempt from permitting under the current law the permit should be deleted.

Attached is a May 12, 1995 letter by Wilcy Lavigne which I believe provides a good summary of how this issue has evolved over the years. In addition, please note that these facilities must still comply with Health Department requirements.

Please contact Shayne Mitchell at 518-402-8125 if you have any questions.

Attachment

Cc: J. DeZolt S. Crisafulli



Administration Discussion/Action Item - Resolution

Resolution Urging the New York State Legislature to Pass the Safer Consumption Services Act (A.8534) that Authorizes Safer Consumption Spaces as an Emergency Public Health Tool to Combat Overdose Deaths

WHEREAS, safer consumption spaces (SCS), otherwise known as supervised injection facilities (SIF), are an evidence-based public health tool designed to reduce the number of overdose deaths among those who use injectable drugs, and

WHEREAS, SCS/SIFs are facilities where people can legally consume previously purchased illicit drugs under medical supervision from trained staff, and

WHEREAS to date, no fatal overdoses have occurred at established supervised SCS/SIF facilities even in communities where injectable drug intake levels are on the rise, and

WHEREAS evidence shows that SCS/SIFs increase the number of referrals to abstinence-based treatment programs among those who use injectable drugs, and

WHEREAS, NYS Assembly Bill A.8534 (<http://legislation.nysenate.gov/pdf/bills/2017/a8534>) creates a framework for supervised consumption spaces to operate, requires evaluation of the efficacy of the services, provides legal protections for the programs and participants, and

WHEREAS this bill would allow local jurisdictions throughout the state to choose whether or not to permit a SCS/SIF, and

WHEREAS, Tompkins County believes that the decision of whether or not to implement a SCS/SIF should be left up to individual jurisdictions, now therefore be it

RESOLVED, on recommendation of the Health and Human Services Committee, That the Tompkins County Legislature urges the New York State Legislature to immediately pass the Safer Consumption Services Act (A.8534) as introduced in the New York State Assembly that authorizes safer consumption spaces as an emergency public health tool to combat overdose deaths,

RESOLVED, further, That the Clerk of the Legislature send copies of this resolution to Assemblywoman Barbara Lifton and State Senators James L. Seward, Pamela Helming, and Thomas F. O'Mara and request their support for the passage of the legislation.